HUAWEI Mate 9

User Guide

HUAWEI

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Foreword

Read this guide carefully before using your device.

All pictures and illustrations in this document are for your reference only and may differ from the final product.

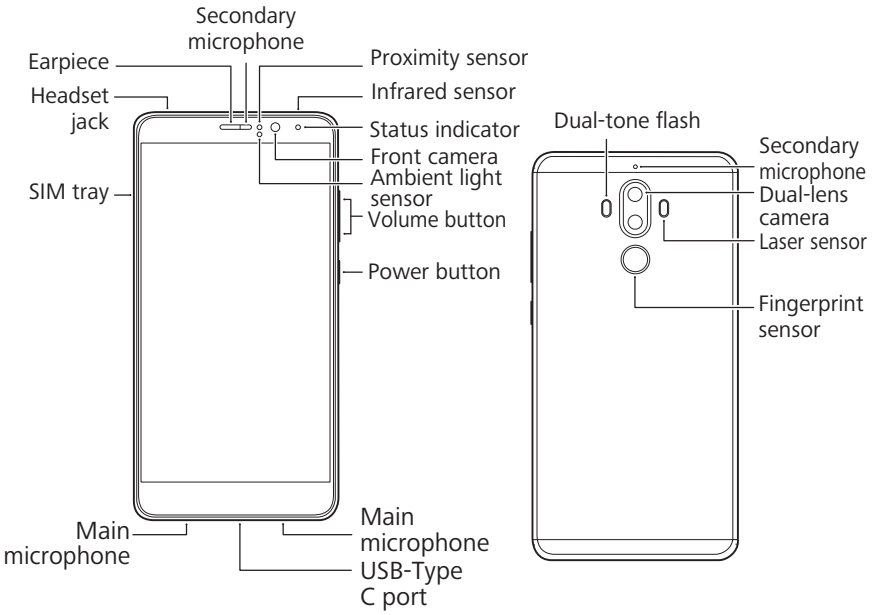
Some features in this guide may not be supported by certain devices or carriers.

Symbols and definitions

	Description	Highlights important information and tips, and provides additional information.
	Reminder	Indicates potential problems that may arise if proper care or attention is not given, such as device damage or data loss.
	Warning	Warns you about potential hazards that could cause serious injury.

Unboxing your Phone

Getting to know your phone



Do not cover the light sensor, as this may affect some of the phone's functions. When using a screen protector, ensure that it has a purpose-built cutout for the light sensor.

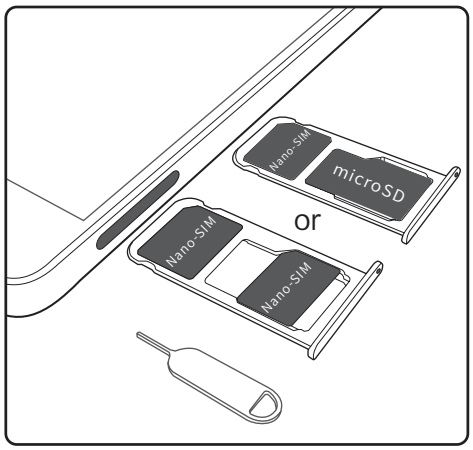
Inserting a SIM card and microSD card

Your phone's 2-in-1 card slot is located on the upper-left side of the phone. You can insert 2 nano-SIM cards, or 1 nano-SIM card and 1 microSD card.

- Your phone only supports nano-SIM cards. If necessary, contact your carrier for a new or replacement nano-SIM card.
- Only use standard nano-SIM cards to avoid damaging the SIM card tray.
- Ensure that the card is in the correct position and keep the card tray level when inserting it into your phone.
- Be careful not to hurt yourself or damage your phone when using the SIM eject pin.
- Store the SIM eject pin out of the reach of children to prevent accidental swallowing or injury.

1 Press and hold the power button, and then touch ⏻ to turn off your phone.

2 To remove the card tray, insert the SIM eject pin included with your phone into the small hole next to the card tray.



3 Insert a nano-SIM card or microSD card into the card tray.

4 Insert the card tray back into your phone in the correct orientation.

Charging your phone

A low battery warning will be displayed when the battery is nearly empty. Charge your phone immediately to prevent it from switching off automatically.

Using a charger to charge your phone

Connect your phone to a mains socket using the charger and USB cable that came with your phone.

You must use the charger and USB cable that came with your phone to benefit from quick charge speeds. Using other chargers or USB cables may cause your phone to continuously restart or increase the charging time. It may also cause the charger to overheat, or even damage your device or cause the battery to explode.

- If your phone does not respond when you press the power button, the battery is probably empty. Charge your battery for at least 10 minutes using a genuine Huawei charger, and then turn on your phone.
- Your phone will automatically conduct a safety check when you connect it to a charger or other devices. If your phone detects that the USB port is wet, it will automatically stop charging and display a safety message. If this message is displayed, unplug the USB cable from your phone and allow the USB port to dry out completely to avoid damaging your phone or the battery.

Using a USB port to charge your phone

If you don't have access to a charger, you can charge your phone by connecting it to a computer with a USB cable.

1 When you use a USB cable to connect your phone to a computer or another device, **Allow access to device data?** will be displayed in a popup dialog.

2 Touch **NO, CHARGE ONLY**.

If another USB connection mode has been selected, swipe down from the top of the screen to open the notification panel. Touch **Charging via USB**, and then select **Charge only**.

Charging other phones using a USB Type-C cable (reverse charging)

You can use your phone to charge other devices with a USB Type-C port (reverse charging).

1. Connect your phone to another device using a USB Type-C cable.
2. On your phone, swipe down from the status bar to open the notification panel, and then set the USB connection mode to **Reverse charging**.
3. On the other device, set the USB connection mode to **Charge only**.

To charge your phone using another device, set the USB connection mode to **Charge only** on your phone, and then set the USB connection mode on the other device to **Reverse charging**.

Safety information

- Only use genuine Huawei batteries, chargers, and USB cables to charge your phone. Third-party accessories are a potential safety hazard and may impair your phone's performance.
- You can recharge your battery many times, but all batteries have a limited lifespan. If you notice a significant deterioration in your phone's battery life, you will need to purchase a replacement battery. Do not attempt to remove built-in batteries. If your phone has built-in battery, contact an authorized Huawei service center for a replacement. If the battery is removable, replace it with a genuine Huawei battery.
- Your phone may become warm after prolonged use or when exposed to high ambient temperatures. If your phone becomes hot to the touch, unplug the USB cable, disable non-essential features, and avoid prolonged skin contact. Place your phone in a cool location and allow it to cool down to room temperature.
- Charging times may vary depending on the ambient temperature and the remaining battery level.
- Avoid using your phone when it is charging. Do not cover your phone or the charger.

For more information on charging and battery care, visit http://consumer.huawei.com/cn/ and search for your device's user guide.

Battery status information

The battery status is indicated by your phone's indicator light and the battery icon in the status bar.

Status indicator	Battery icon	Battery status
Flashing or constant red		Less than 4% remaining
Red		Charging, less than 10% remaining
Orange		Charging, 10–90% remaining

Status indicator	Battery icon	Battery status
Green		Charging, at least 90% remaining If 100% is displayed next to the battery icon in the status bar, or a charging complete message is displayed on the lock screen, this indicates that charging is complete.

Viewing the battery status

You can view the battery status and configure the status bar to display the remaining battery percentage.

Viewing the battery status

The battery status is indicated by the battery icon in the status bar.

Touch **Phone Manager** > to view the remaining battery percentage and usage time.

Displaying the remaining battery percentage in the status bar

You can display the remaining battery percentage in the status bar in two ways:

- Touch **Phone Manager** > and switch on **Remaining battery percentage**.
- Touch **Settings** > **Notification & status bar** > **Battery percentage**. Select **Next to icon** or **In icon** to display the remaining battery percentage in the chosen location. Select **Do not show** if you do not want the remaining battery percentage to be displayed.

Getting Started

Setup wizard

Read the Quick Start Guide carefully before using your phone for the first time and ensure that the Nano SIM card is inserted correctly.

Press and hold the power button to turn on your phone. Follow the onscreen instructions to complete initial setup.

1. Select your language and region, and then touch **NEXT**.
2. Read the user terms and Huawei Privacy Policy carefully and then touch **AGREE** > **AGREE** to accept.
3. Follow the onscreen instructions to enable Wi-Fi+.
4. Your phone will automatically list nearby Wi-Fi networks. Select a network and enter the password to connect.
5. Read the Google services carefully and then touch **NEXT**.
6. On **Set up your phone** screen, you can:
   - Touch **Keep your apps & data**, follow the onscreen instructions to restore a backup or copy from a device.
   - Touch **Set up as new**, follow the onscreen instructions to migrate data, or touch **SET AS NEW PHONE** > **OK** to skip this step.

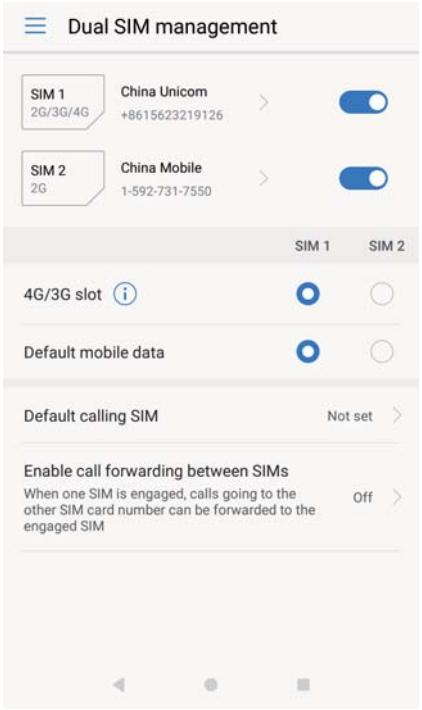
     You can always migrate data later by going to **Settings** > **Advanced settings** > **Data transmission**.
7. Follow the onscreen instructions to add your fingerprint. You must also set a PIN or Password to unlock the screen in case fingerprint recognition fails.

   It is important to remember this password so that you are always able to unlock your phone.
8. Touch **GET STARTED** to complete setup. Once EMUI launches, your phone is ready for use.

Enabling or disabling a SIM card

Disable or enable a SIM card to keep your work and private life separate.

1. Open **Settings**
2. Touch **Dual SIM management**.
3. Toggle the switch next to **SIM 1** or **SIM 2**.



Disabled SIM cards cannot be used to make calls, send messages, or access the Internet.

Naming a SIM card

By default, each SIM card is named after the carrier. You can rename your SIM card to make it easier to identify.

1 Open **Settings**.

2 Touch **Dual SIM management**

3 Select a SIM card. Enter a name and touch **OK**.

Features may vary depending on your carrier.

Selecting the default mobile data SIM

You can select a default SIM card for mobile data services.

1 Open **Settings**.

2 Touch **Dual SIM management**.

3 Touch **SIM 1** or **SIM 2** next to **Default mobile data**.

Features may vary depending on your carrier.

Setting the default SIM card

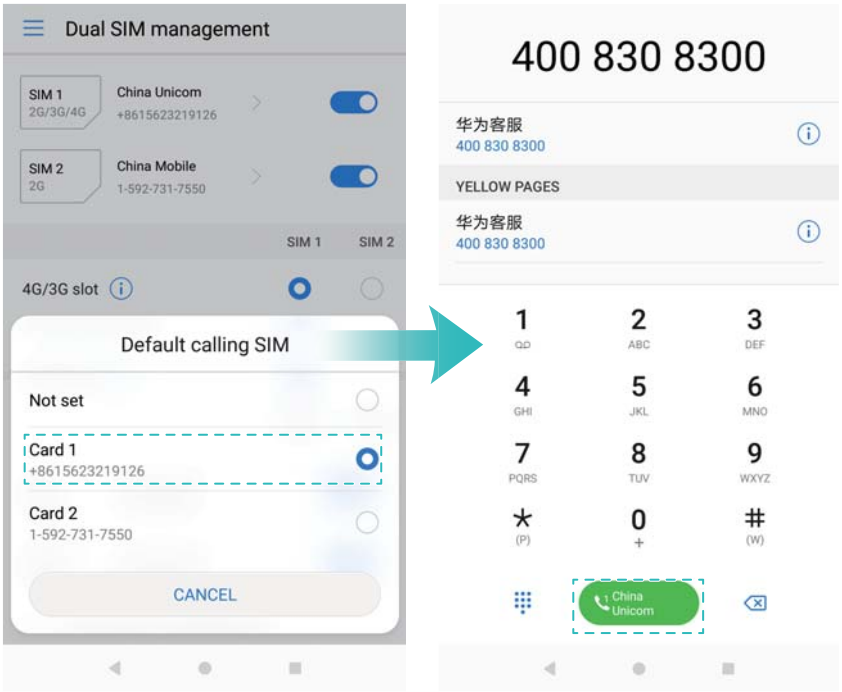
You can select a default SIM card for outgoing calls and messages.

1 Open **Settings**.

2 Touch **Dual SIM management**

3 Touch **Default calling SIM** and select **SIM 1** or **SIM 2**

After you have selected the default SIM card, SIM 1 and SIM 2 will no longer be displayed on the dialer.



Connecting to the Internet

Connect to the Internet over Wi-Fi or mobile data to browse websites, check your emails, and chat to friends.

Connecting to a Wi-Fi network

1 Pull down the status bar to open the notification panel.

2 Touch and hold to open the Wi-Fi settings screen.

3 Switch on Wi-Fi. Your phone will list available Wi-Fi networks.

4 Select the Wi-Fi network you want to connect to: If the network is encrypted, enter the password when prompted.

Connecting to a mobile data network

Before using mobile data, ensure that you have a data plan with your carrier to avoid incurring excessive data charges.

1 Pull down the status bar to open the notification panel.

2 Touch to enable mobile data.

To save battery and reduce data usage, disable mobile data when you are not using it.

Importing data from your old phone

Transfer the data on your old phone to your computer and then transfer it to your new phone.

Open Data transmission

1 Open **Settings**.

2 Touch **Advanced settings** > **Data transmission**. You can:

Import data using HiSuite

Back up the data on your old phone to your computer. For more information, see Transferring data using a computer.

1 Touch **FROM HISUITE**.

2 Connect your phone to your computer using a USB cable and touch **Restore** in HiSuite.

3 Select a backup file and touch **Restore** to restore it to your new phone.

Import data using Phone Clone

1 Touch **FROM OLD PHONE(PHONE CLONE)**.

2 Choose whether your phone is an Android device or an iPhone and touch **CONTINUE**.

- **If your old phone is an Android device**: On your old phone, open phone clone. Touch **Old phone(Send)**, and then connect to your new phone's portable Wi-Fi hotspot.
- **If your old phone is an iPhone**: Connect the iPhone to your new phone's portable Wi-Fi hotspot.

3 Once you have connected the devices, select the data you want to send and touch **Send**.

Using a browser to download Phone Clone

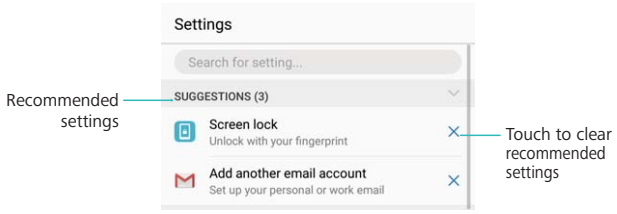
1. Open **Settings**.
2. Touch **Advanced settings** > **Data transmission** > **From old phone (Phone Clone)**.
3. Choose whether your old phone is an Android device or an iPhone, and then touch **Continue**. Follow the onscreen instructions to download Phone Clone.
   - **If your old phone is an Android device**: Touch **Touch here to generate a QR code** on your new phone to generate a QR code, and then scan the QR code.
   - **If your old phone is an iPhone**: On your iPhone, go to the App Store to download and install Phone Clone.

Viewing recommended settings

After you have completed the initial setup process, your device will display a list of recommended settings.

Open **Settings**. Touch a recommended setting to configure it.

- Recommended settings include **Screen lock**, and **Change wallpaper**, and Add another email account.
- Touch next to a recommended setting to remove it from the list. Recommendations that have been removed from the list will no longer be displayed.

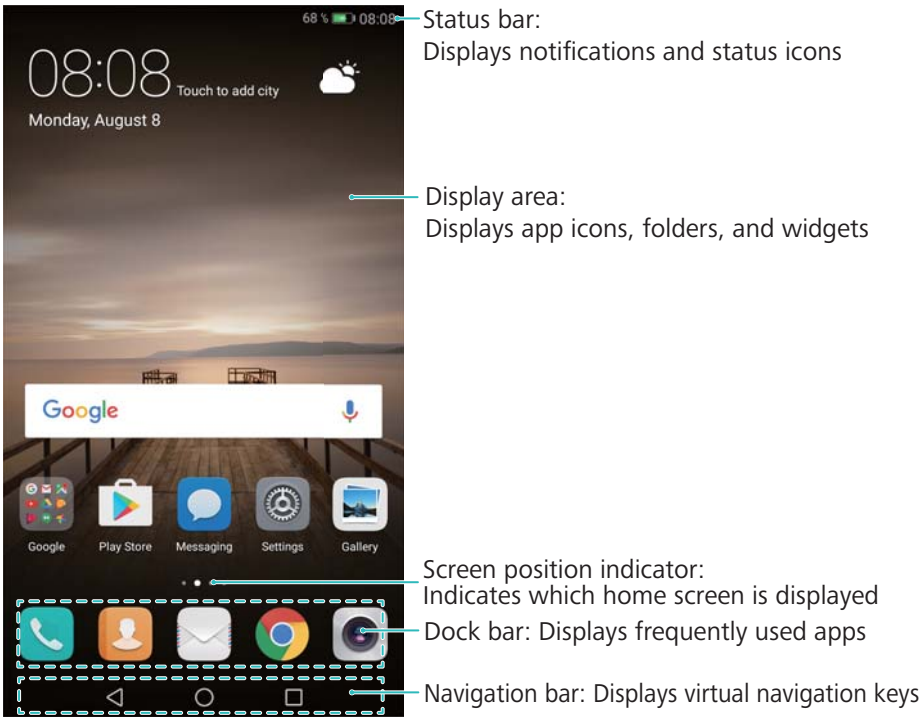

Settings
Search for setting...
SUGGESTIONS (3)
Screen lock
Unlock with your fingerprint
Add another email account
Set up your personal or work email
Recommended settings
Touch to clear recommended settings

Screen and Display

Home screen

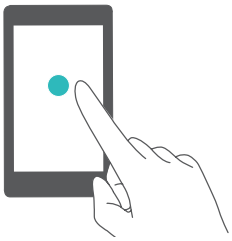
About the home screen

Use the home screen to access your apps and widgets.

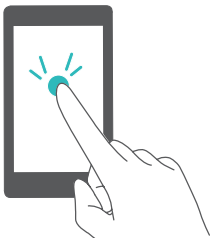


Basic screen gestures

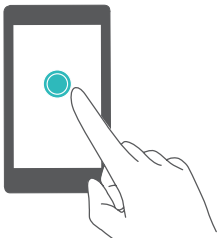
Use simple touchscreen gestures to perform a variety of tasks, such as launch apps, scroll through lists, and enlarge images.



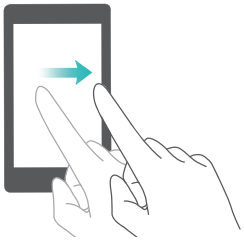
Touch: Touch an item once. For example, touch to select an option or open an app.



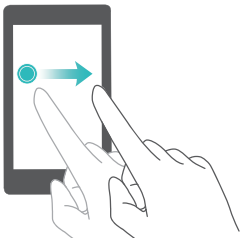
Double touch: Touch the target area of the screen twice in quick succession. For example, double touch an image in full screen mode to zoom in or out.



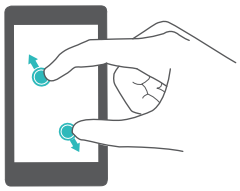
Touch and hold: Touch and hold the target area of the screen for at least 2 seconds. For example, touch and hold a blank area on the home screen to access the home screen editor.



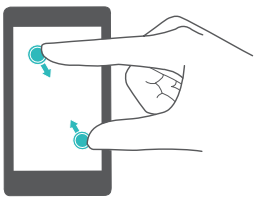
Swipe: Swipe your fingers on the screen. Swipe vertically or horizontally to browse other home screens, scroll through a document, and more.



Drag: Touch and hold an item, and then move it to another position. For example, use this gesture to rearrange apps and widgets on the home screen.



Spread fingers apart: Spread two fingers apart on the screen. For example, spread two fingers apart to zoom in on a picture or web page.



Pinch fingers together: Pinch two fingers together on the screen. For example, pinch two fingers together to zoom out on an image.

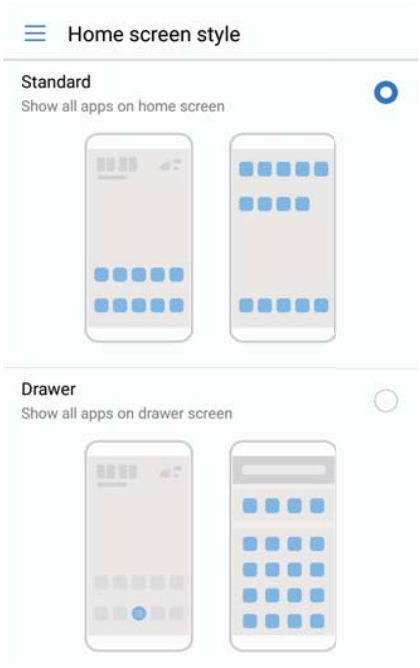
Enabling the Drawer home screen

Use the Drawer home screen to store app icons in a separate app drawer.

Enabling the Drawer home screen

1 Open **Settings**.

2 Touch **Home screen style** > **Drawer**.



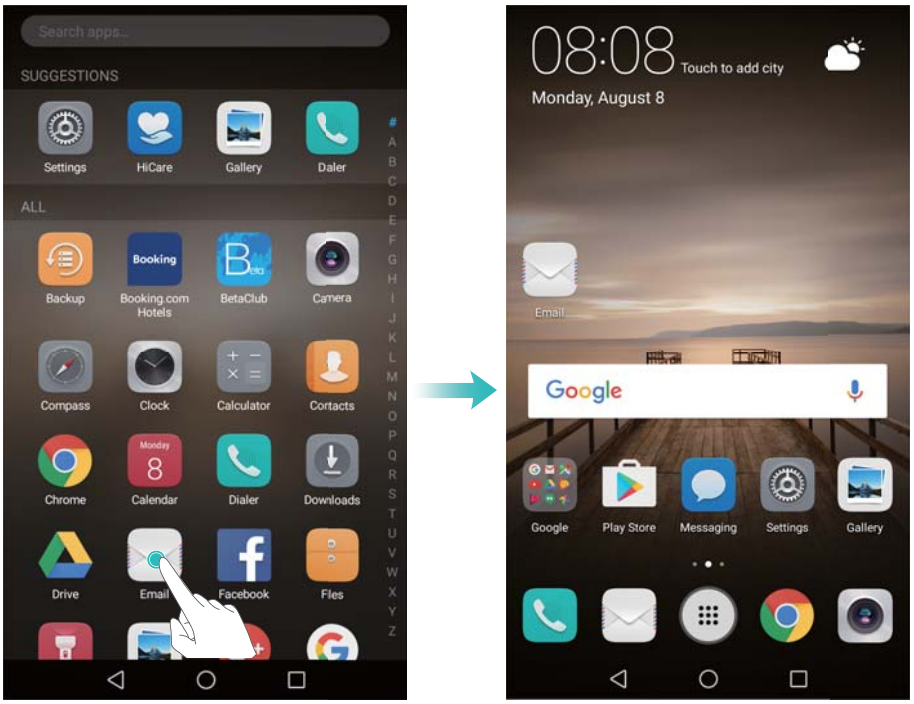
Adding app shortcuts to the home screen

Add frequently used apps to the home screen for quick access.

1 On the home screen, touch to view the list of apps.

2 Touch and hold an app icon until your phone vibrates, and then drag the app icon to the desired location on the home screen.

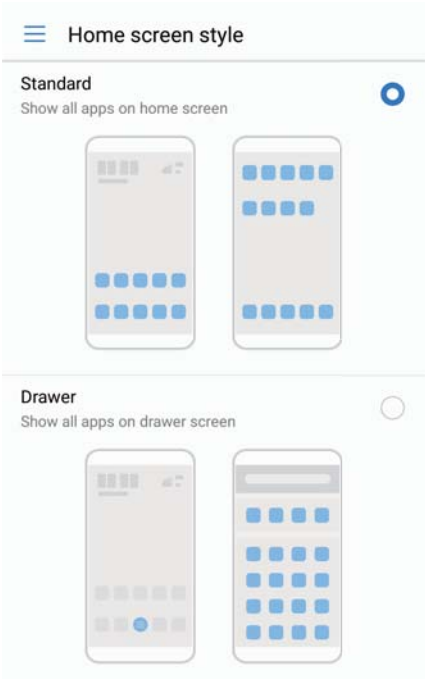
You must have enough space on the home screen. If there is not enough space, add another home screen or free up some space.



Reverting to the standard home screen

1 Open **Settings**.

2 Touch **Home screen style** > **Standard**.

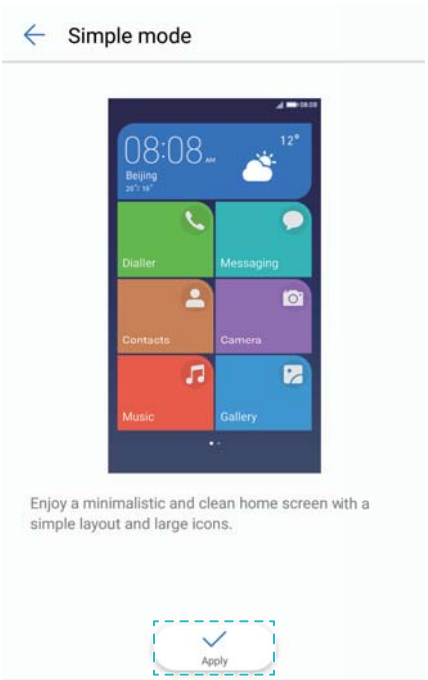


Switching to simple home screen

Simple home screen uses large icons and fonts to display content in an easy-to-read format.

1 Open **Settings**.

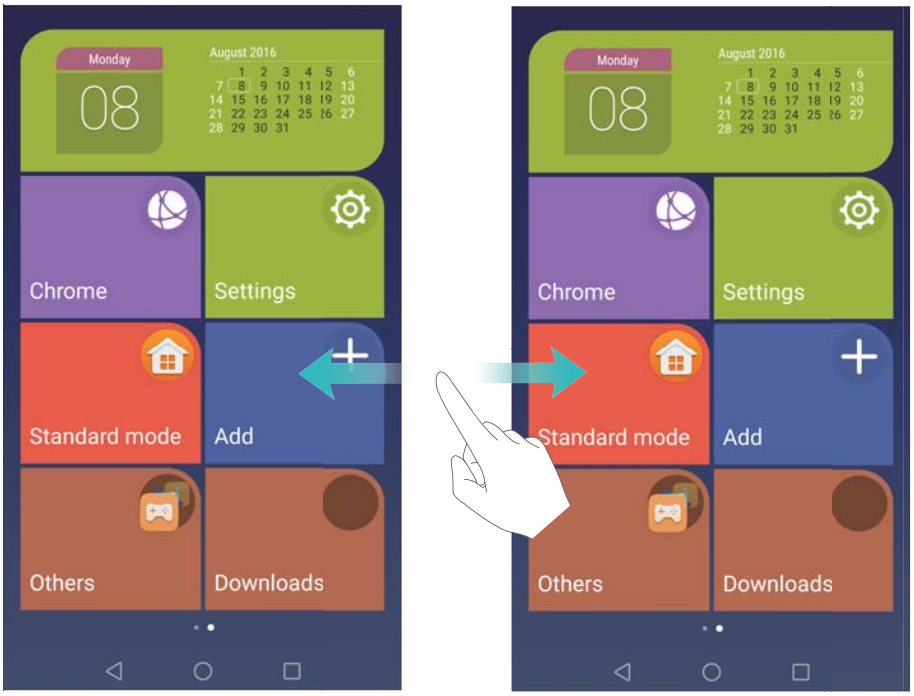
2 Touch **Advanced settings** > **Simple mode** and select ✓.



3 On the simple home screen, you can:

- Touch app icons or widgets to open them.

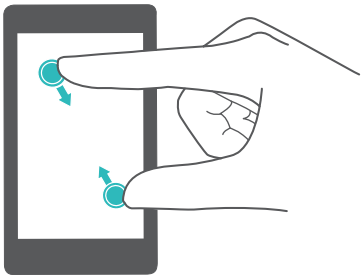
- Touch and hold an icon to enter the home screen editor and add or delete apps and contacts.
- Touch **Others** to open the app list and view or open apps.
- Touch + **Add** to add a contact or app icons to the home screen.
- Touch **Standard mode** to switch back to the standard home screen.



Displaying or hiding notification badges

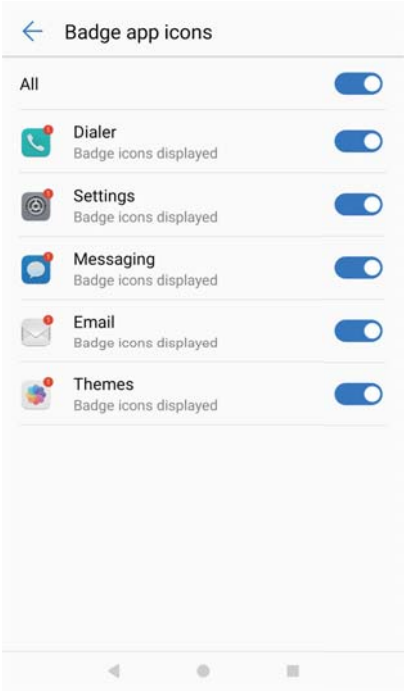
Notification badges appear in the top-right corner of app icons. The badge number indicates the number of new notifications. Open the corresponding app to view notification details.

1 On the home screen, pinch two fingers together to open the home screen editor.



2 Touch **Settings** > **Badge app icons**.

3 Toggle the corresponding switch to enable or disable notification badges.



Setting the home screen wallpaper

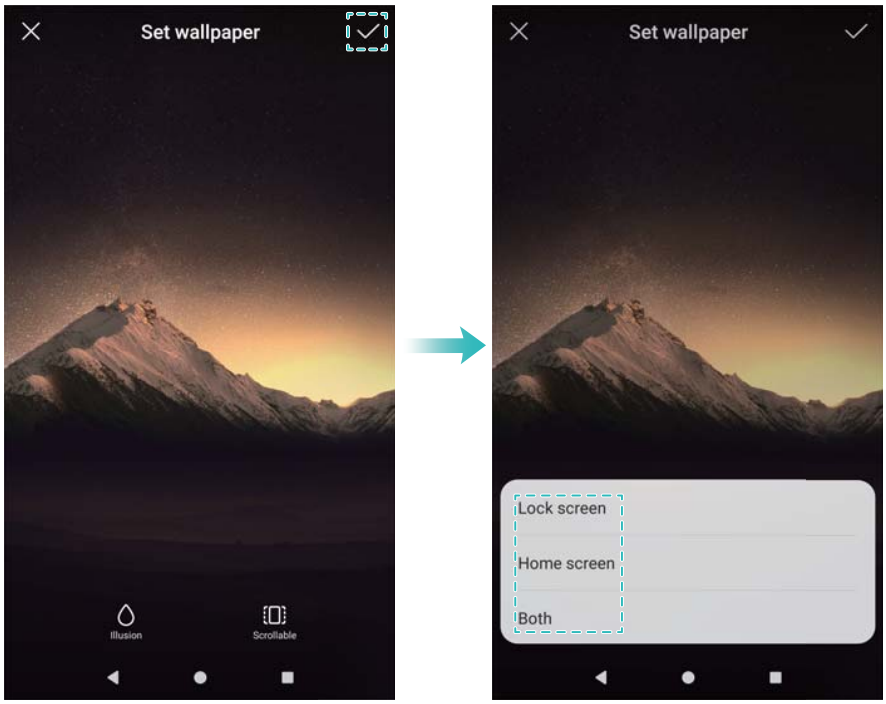
Choose from a wide range of themes and wallpapers to personalize your phone.

Changing the wallpaper

1 Open **Settings**.

2 Touch **Display** > **Wallpaper** > **Set Wallpaper**.

3 Select the desired wallpaper and follow the onscreen instructions to set it as the home screen or lock screen wallpaper (or both)

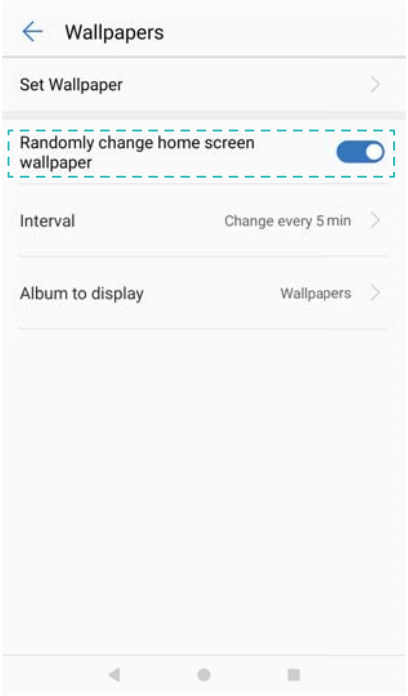


Changing the wallpaper automatically

1 Open **Settings**.

2 Touch **Display** > **Wallpaper**.

3 Switch **Randomly change home screen wallpaper** on or off.

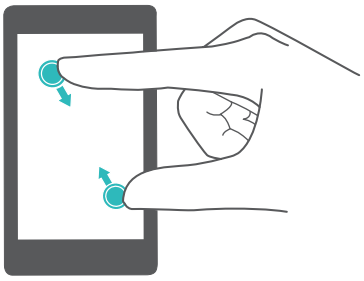


When **Interval** is enabled, you can also configure the **Interval** and **Album to display**. Your wallpaper will change automatically at the specified interval.

Configuring the home screen transition effects

Configure home screen transition effects

1 On the home screen, pinch two fingers together to open the home screen editor.

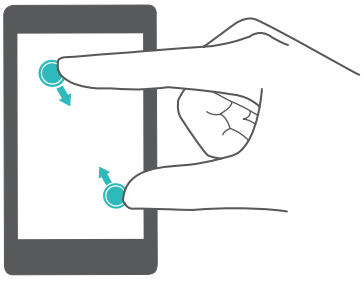


2 Touch **Transitions**.

3 Select your desired transition effect.

Enable or disable home screen loop.

1 On the home screen, pinch two fingers together to open the home screen editor.



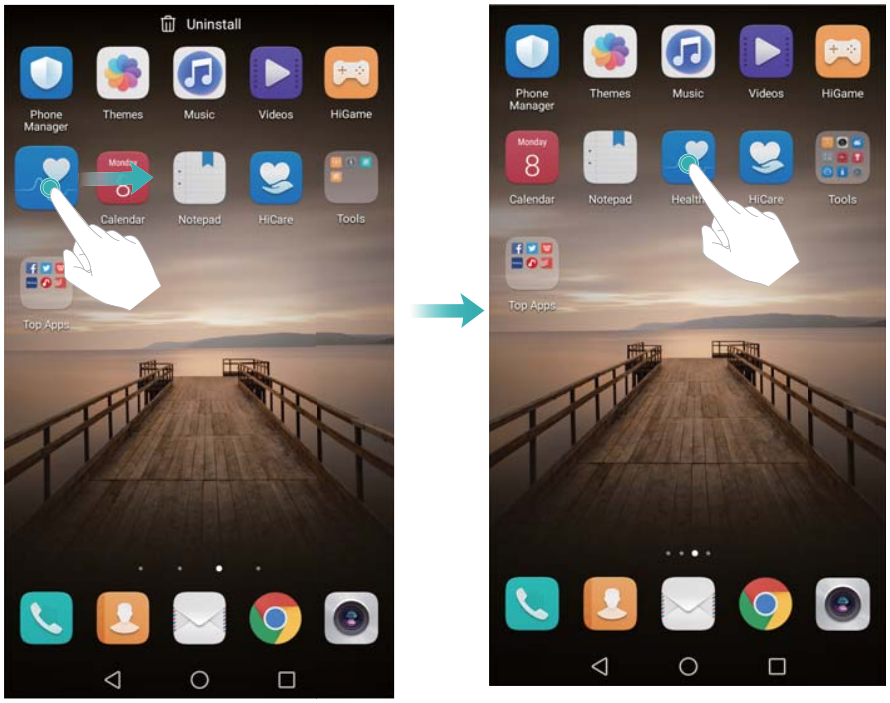
2 Touch **Settings**.

3 Switch **Home screen loop** on or off.

Managing home screen icons

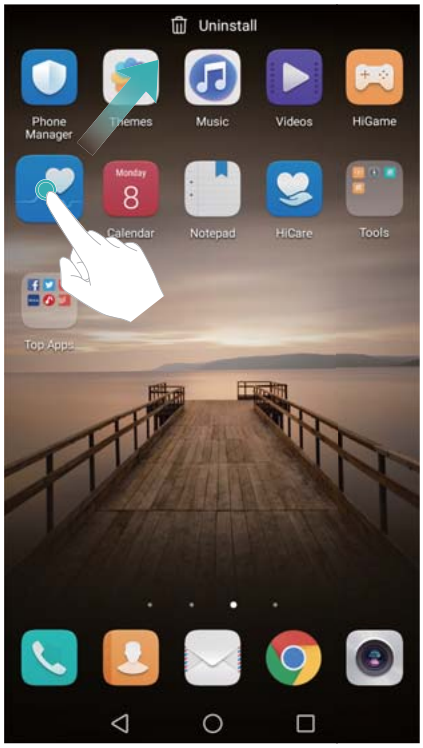
Moving home screen icons

On the home screen, touch and hold an app icon or widget until your phone vibrates. You can then drag the app icon or widget to the desired location.



Uninstalling apps from the home screen

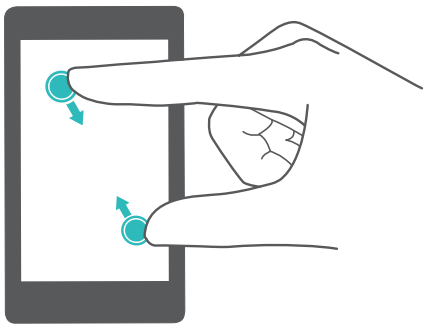
On the home screen, touch and hold the app or widget you want to delete until is displayed at the top of the screen. Drag the unwanted app or widget to .



Shaking your phone to auto-align icons

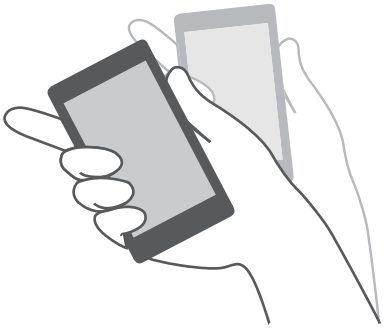
Gaps may appear on the home screen after you uninstall apps or move them into folders. Use the automatic align feature to arrange apps neatly on the home screen.

1 On the home screen, pinch two fingers together to open the home screen editor.



2 Touch **Settings** and switch on **Shake**.

3 Return to the home screen and open the home screen editor again. Shake your phone to rearrange apps so that gaps are filled.

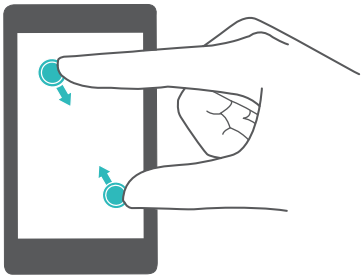


Managing home screens

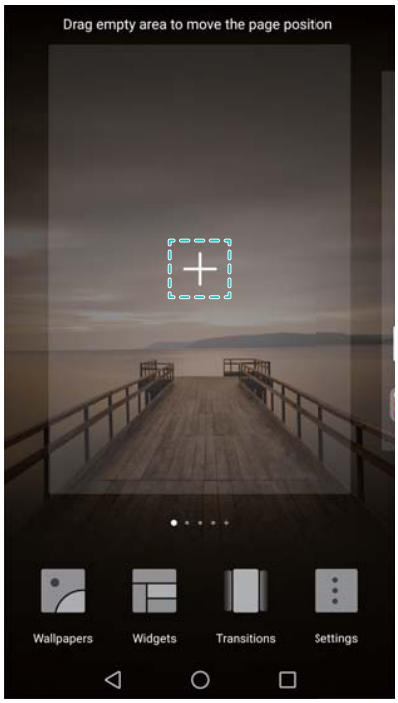
You can customize home screens to your liking.

Adding home screens

1 On the home screen, pinch two fingers together to open the home screen editor.



2 Touch + on the home screen furthest to the left or right to add a new screen.



Deleting home screens

1 On the home screen, pinch two fingers together to open the home screen editor.

2 Touch ✕ on a blank screen to delete it.

You cannot delete a home screen if it contains apps or widgets.

Moving home screens

1 On the home screen, pinch two fingers together to open the home screen editor.

2 Touch and hold the home screen you want to move and drag it to the desired location.

Setting the default home screen

1 On the home screen, pinch two fingers together to open the home screen editor.

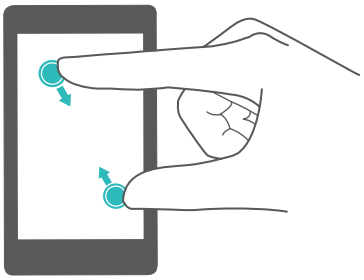
2 Touch ⌂ at the top of a home screen to set the chosen home screen as default.

Managing home screen widgets

Add, move, or delete widgets from the home screen.

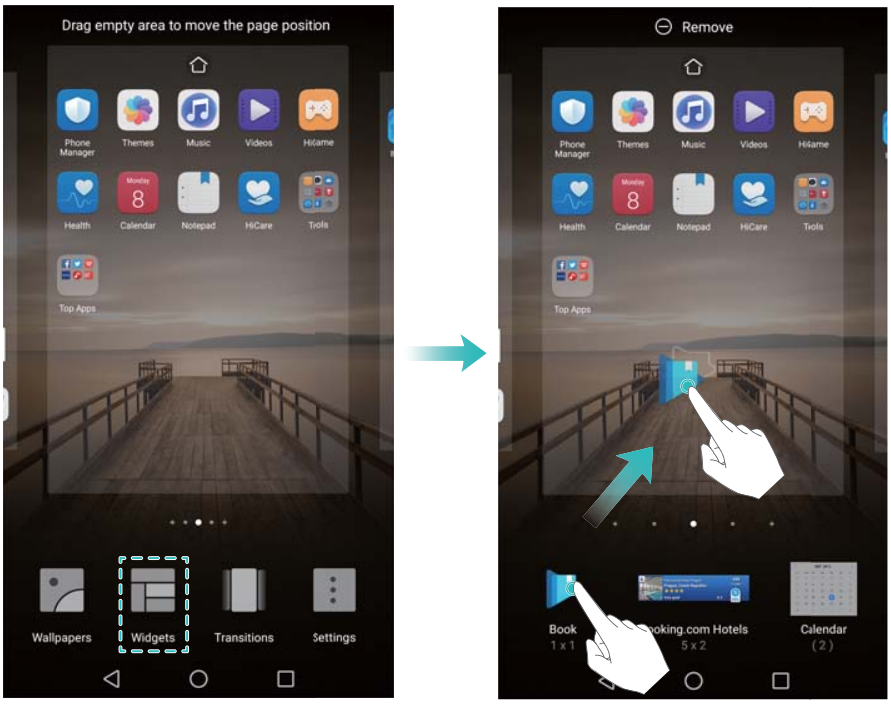
Adding widgets

1 On the home screen, pinch two fingers together to open the home screen editor.



2 Touch **Widgets**. Select a widget and drag it to a blank area on the home screen.

You must have enough space on the home screen. If there is not enough space, add another home screen or free up some space.



Moving widgets

On the home screen, touch and hold a widget until your phone vibrates, and then drag the widget to the desired location.

Deleting widgets

On the home screen, touch and hold a widget until your phone vibrates, and then drag the widget to **Remove**.

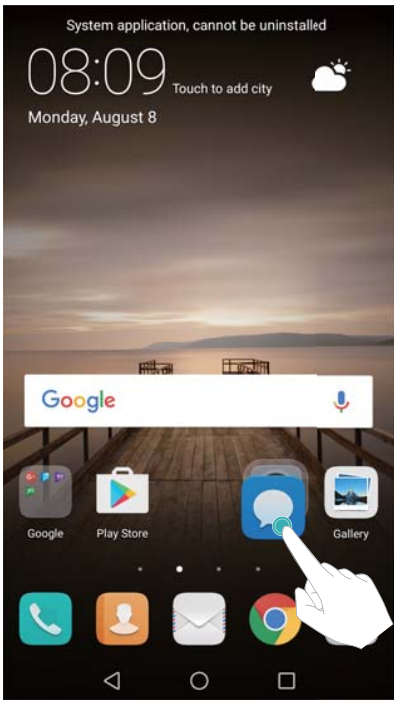
Managing home screen folders

Organize your apps into folders so that you can find them more easily.

Creating a folder

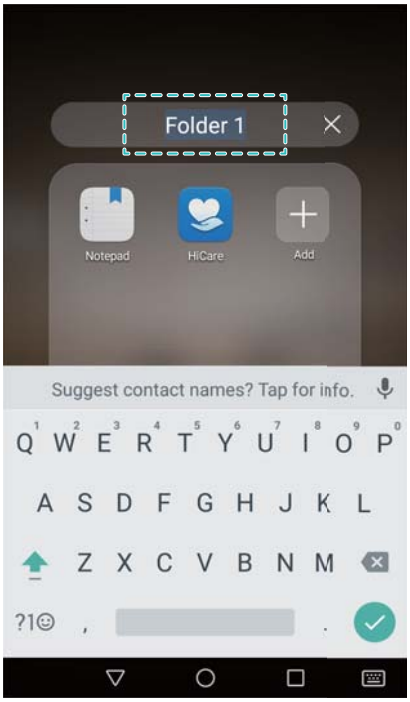
Group your apps into categorized folders to make them easier to find. For example, you could create a Social folder for your social media apps.

On the home screen, drag an icon onto another icon to create a folder containing both apps.



Renaming folders

To rename a folder, open it and touch the folder name.

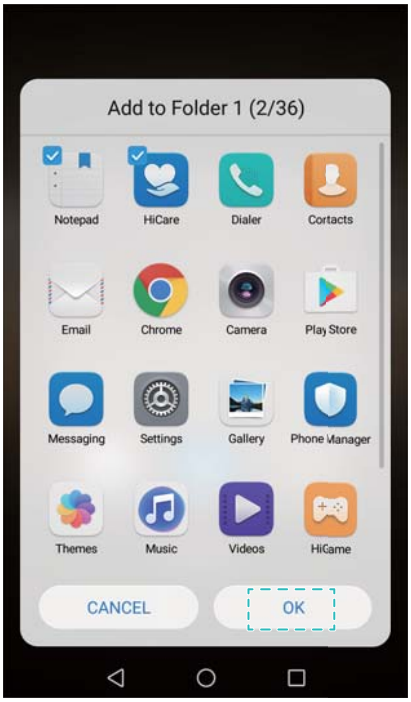


Adding apps to a folder

1 Open the folder.

2 Touch + **Add**.

3 Select the apps you want to add and touch **OK**.



Removing apps from a folder

1 Open the folder.

2 Touch + **Add**.

3 Deselect the apps you want to remove and touch **OK**.

You can also touch and hold an icon and drag it outside a folder to remove it.

Deleting folders

1 Open the folder.

2 Touch + **Add**.

3 Deselect all of the apps and touch **OK**. The folder will be deleted automatically.

If there are more than two apps inside a folder, it cannot be deleted.

Locking and unlocking the screen

Changing the lock screen style

Set a screen lock password to prevent unauthorized access to your phone.

Changing the screen lock method

Magazine Unlock is set as the default lock screen style. To change the lock screen style, touch **Settings** > **Screen lock & passwords** > **Screen lock style** and select a style.

For more information on Magazine Unlock, see Configuring Magazine Unlock images.

Setting the screen lock password

1 Open **Settings**.

2 Touch **Screen lock & passwords** > **Password**

3 You can choose to unlock the screen with an unlock pattern, PIN, or password:

- Touch **Pattern** and connect at least four dots twice to create a screen unlock pattern. .
- Touch **PIN**. Follow the onscreen instructions to create a PIN containing at least four digits, and then touch **OK**.
- Touch **Password**. Follow the onscreen instructions to create a password containing at least four characters, and then touch **OK**.

You can also use your fingerprint to unlock the screen. Touch **Enroll** in the popup dialog to add your fingerprint. For more information on using your fingerprint to unlock the screen, see Adding a fingerprint for the first time.

To remove the screen unlock password, select **None** and follow the onscreen instructions.

Locking the screen

Lock the screen to reduce power consumption and prevent unintended presses or unauthorized access to your data.

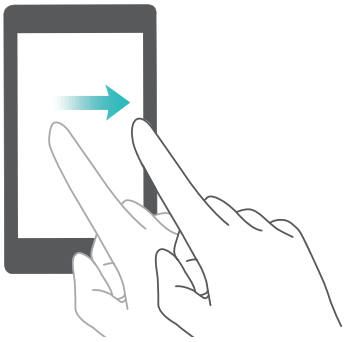
- **Manual lock**: Press the **Power button** to manually lock the screen.
- **Automatic lock**: The screen will lock automatically and enter sleep mode after the preset sleep time to reduce power consumption and prevent unintended operations.

To change the screen sleep time, touch **Settings** > **Display** > **Sleep** and select a time.

Your phone will continue to receive messages, notifications, and incoming calls when the screen is locked. The status indicator will flash green when you receive new notifications. When you receive an incoming call, the screen will turn on and display caller information.

Unlocking the screen

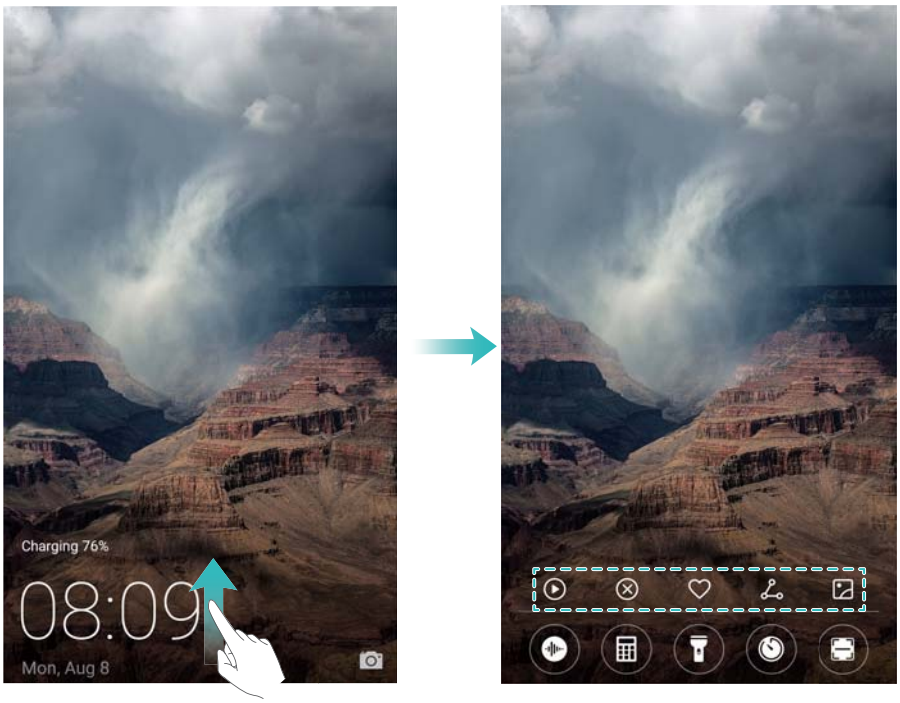
1. Press the **Power button** to turn on the screen.
2. Swipe on the screen in any direction.



- If you have set a screen unlock pattern, PIN, or password, you will need to draw the unlock pattern or enter your PIN/password to unlock the screen.
- If your device has a fingerprint sensor, you can unlock the screen by placing your finger on the fingerprint sensor.
- If your device supports smart unlock, touch **Settings** > **Screen lock & passwords** > **Smart unlock** and follow the onscreen instructions to configure the unlock settings.

Configuring Magazine Unlock images

Swipe up from the bottom of the lock screen to display the Magazine Unlock options.



Adding online wallpapers to the viewing list

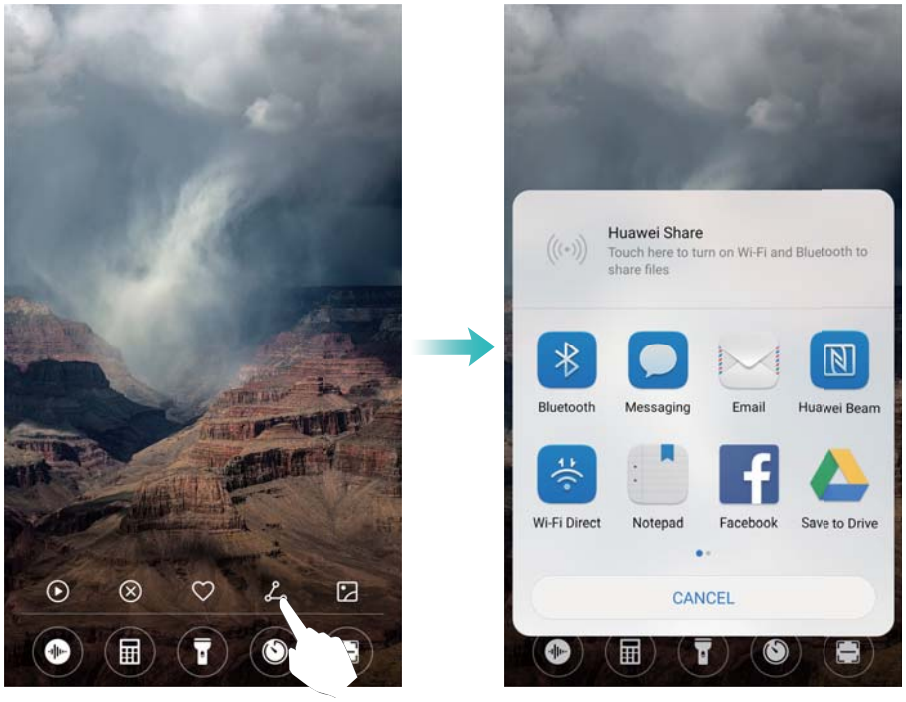
Magazine Unlock must be enabled in order to add online wallpapers to the viewing list. For more information on Magazine Unlock, see Changing the screen lock method.

Swipe up from the bottom of the lock screen to display the Magazine Unlock options, and then touch . Touch + and select the wallpapers that you want to add to the viewing list.

Sharing Magazine Unlock wallpapers

Share your favorite Magazine Unlock wallpapers with friends.

Swipe up from the bottom of the lock screen to display the Magazine Unlock options. Touch and select a sharing method to share the current wallpaper.



Adding offline wallpapers to the viewing list

1. Swipe up from the bottom of the lock screen to display the Magazine Unlock options, and then touch .
2. Touch **Added by me** and select + .
3. Select the images that you want to add to the viewing list and touch ✓ .

Updating Magazine Unlock covers

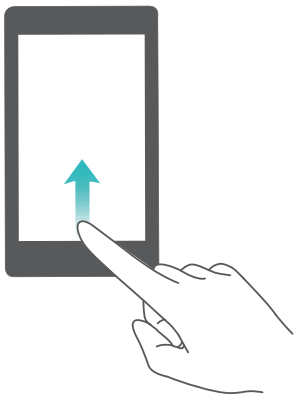
1. Touch **Settings**.
2. Touch **Screen lock & passwords** > **Magazine unlock**.
   - Touch **Subscriptions** > **Downloaded** > **Update** to manually update your Magazine Unlock wallpapers.

- Switch on **Auto-update over Wi-Fi** to automatically update your Magazine Unlock wallpapers when your phone is connected to the Internet over Wi-Fi.

Accessing tools from the lock screen

Access tools directly from the lock screen.

1 Swipe up from the bottom of the lock screen to display lock screen features and tools.



2 Touch the tool that you want to access.

To access the scan feature, you must enable camera permissions in **Phone Manager**.

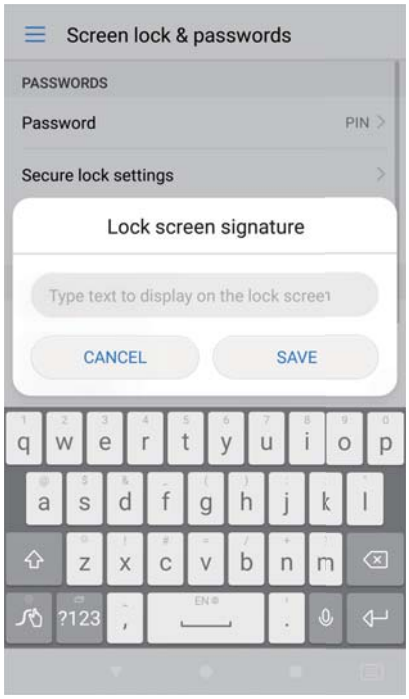
Configuring your lock screen signature

Configure a lock screen signature to personalize your lock screen.

1 Open **Settings**.

2 Select **Screen lock & passwords** > **Lock screen signature**.

3 Enter your lock screen signature and touch **Save**.



Your lock screen signature will be displayed on the lock screen.

Notification panel and status bar

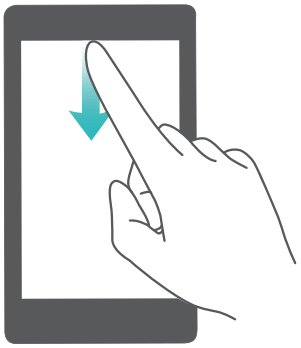
About the status bar

Use the status bar to access the notification panel and check your phone's status.

Configuring the notification panel and status bar

Configuring the notification panel from the lock screen

1 Turn on the screen and swipe down from the status bar to open the notification panel.



2 Touch ⚙.

3 Enter the screen lock password and touch **Notification & status bar** to configure the settings.

Configuring the notification panel when the screen is unlocked

Open **Settings** and touch **Notification & status bar** to configure the settings.

About notification and status icons

Status icons

Status icons are displayed on the right-hand side of the notification bar and tell you about your phone's status, including network connections, signal strength, battery, and time.

Status icons may vary according to your region or carrier.

	Signal strength		No signal
4G	Connected over 4G	3G	Connected over 3G
2G	Connected over 2G	H	Connected over HSPA
H+	Connected over HSPA+	4G	Connected over LTE
HD	VoLTE enabled		NFC enabled
R	Roaming		Airplane mode enabled
	Bluetooth enabled		Connected over Wi-Fi
	Wi-Fi network available		Receiving location data from GPS
	Vibration mode enabled		Silent mode enabled
	Alarm enabled		Charging
	Battery full		Battery low
	Headset inserted		No SIM card found

Notification icons

Notification icons are displayed on the left-hand side of the status bar when you receive a new message, notification, or reminder.

	Missed calls		Call in progress
	New emails		New messages

	Connected to a VPN		New voicemail
	Downloading data		Uploading data
	Upcoming events		Phone memory full
	Synchronizing data		Synchronization failed
	Login or synchronization issue		More notifications

Configuring notifications

You can configure the notification settings for each app.

1 Open **Settings**.

2 Touch **Notification & status bar** > **Notifications management**.

3 Select the app that you want to configure and enable or disable notifications as desired.

Displaying notifications in do not disturb mode: Under **Notifications management**, select an app and switch on **Priority display**. This will let the app use sound or vibrate notifications even when the phone is in do not disturb mode.

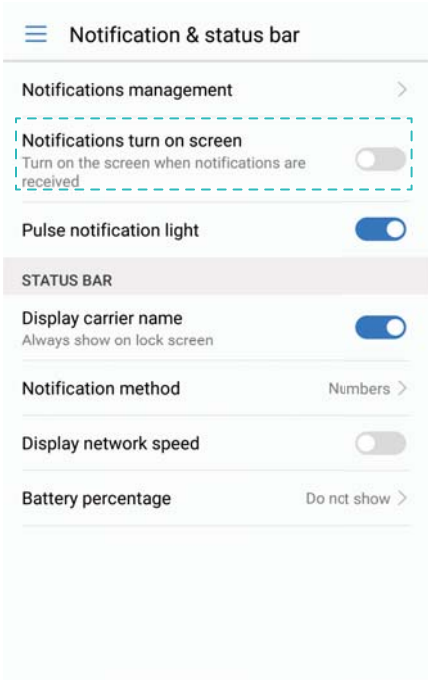
Configuring the screen to turn on when you receive a notification

Configure the screen to turn on when you receive a new notification to avoid missing important information.

1 Open **Settings**.

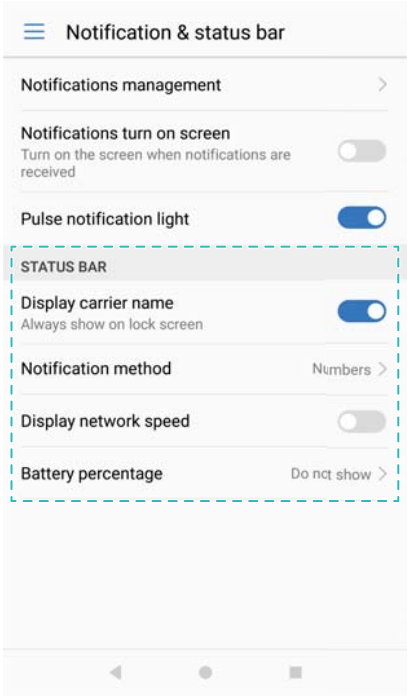
2 Select **Notification & status bar**.

3 Toggle the **Notifications turn on screen** switch.



Configuring the status bar

Open **Settings** > **Notification & status bar**. Toggle the **Display carrier name**, **Display network speed**, or **Battery percentage** switches to configure which information is displayed in the status bar.

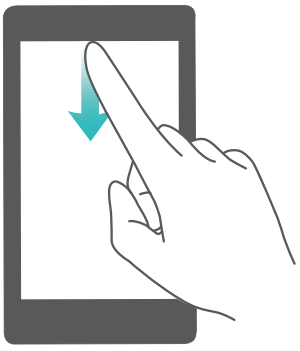


Using shortcut switches to access settings

Use shortcut switches to enable or disable functions quickly without using a settings menu.

Opening the shortcut switches tab

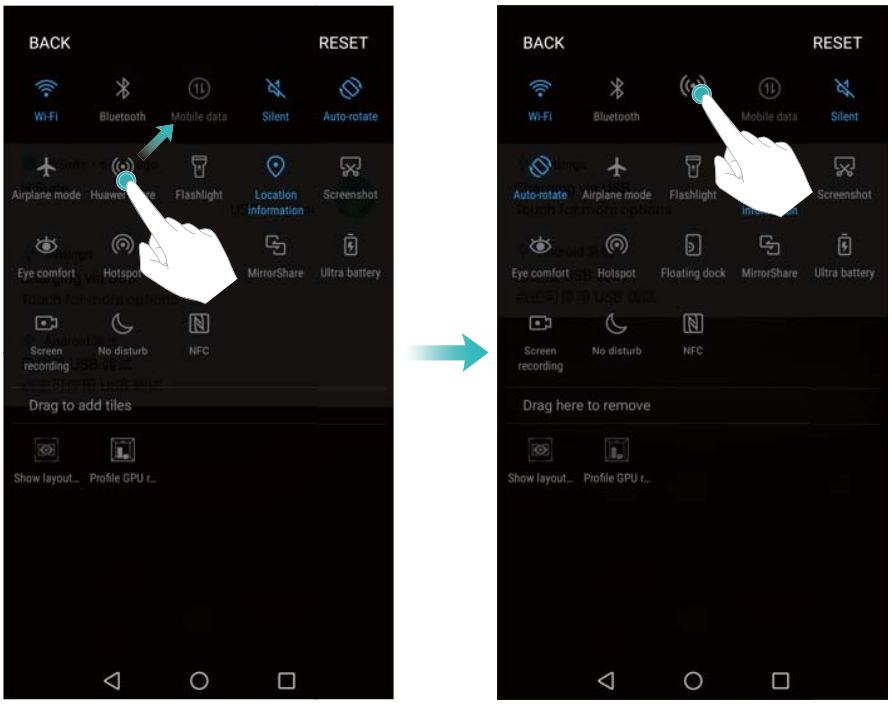
Swipe down from the status bar to open the notification panel.



Rearranging shortcut switches

1 Swipe down from the status bar to open the notification panel.

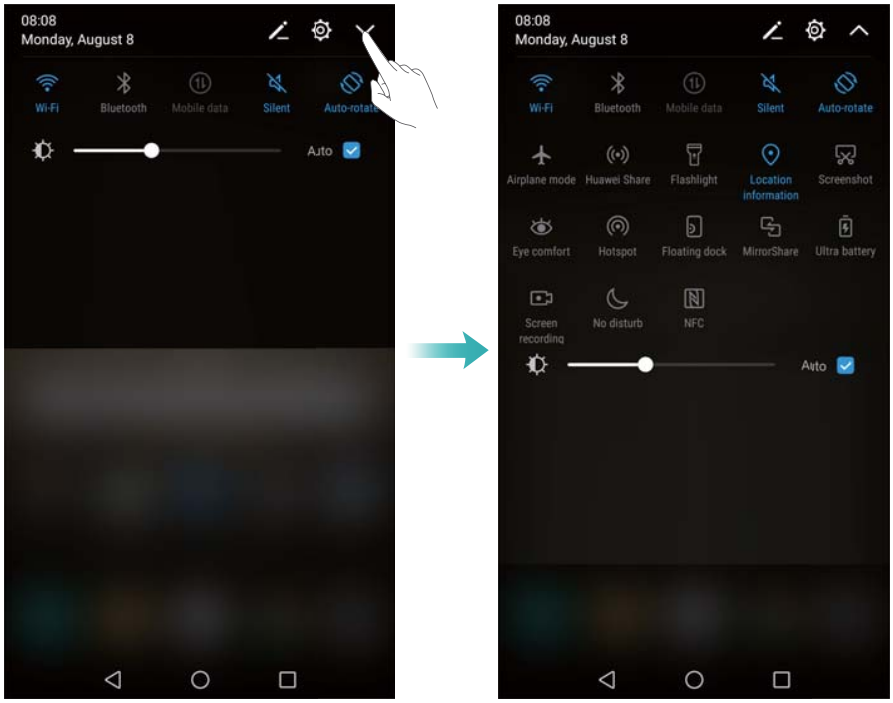
2 Touch . Touch and hold a switch and drag it to the desired position.



Enabling shortcut switches

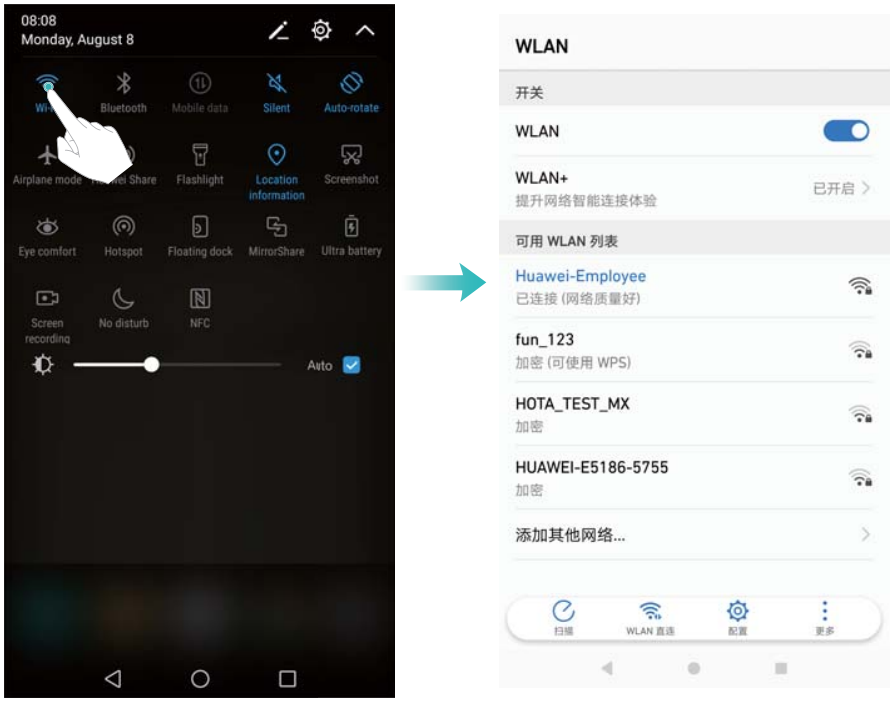
Open the shortcut switches tab and touch a switch to enable or disable the corresponding function.

Touch ⌄ to display all of the shortcut switches.



Using shortcut switches to access settings

Open the shortcut switches tab and touch and hold an icon to configure the desired settings.



Some switches do not support the touch and hold action, such as the flashlight switch.

Navigation bar

About the navigation bar

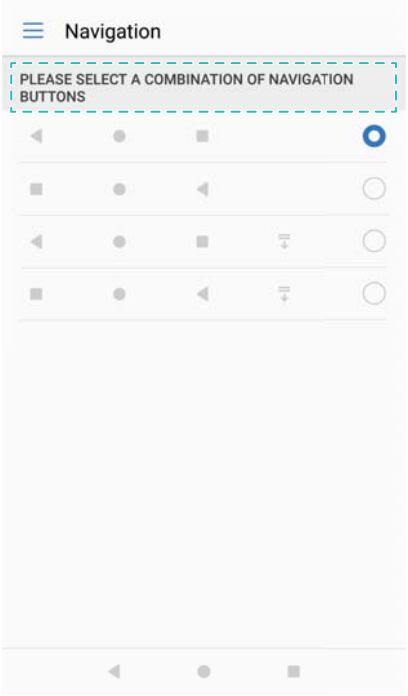
The navigation bar contains three virtual keys: Back, Home, and Recent.

- **Back**: Touch to return to the previous screen or close an app. When entering text, touch to close the onscreen keyboard.
- **Home**: Touch to return to the home screen.
- **Recent**: Touch to display recently used apps.

Changing the navigation bar style

1 Open **Settings** and touch **Navigation**.

2 Select the desired navigation bar style.



Using the navigation bar

Opening the notification panel

If you select a navigation bar containing , you can touch to pull down the notification panel.

Accessing Google Search and split screen mode

- Touch and hold **Home** to access Google Search.
- Touch and hold **Recent** to enable split screen mode.

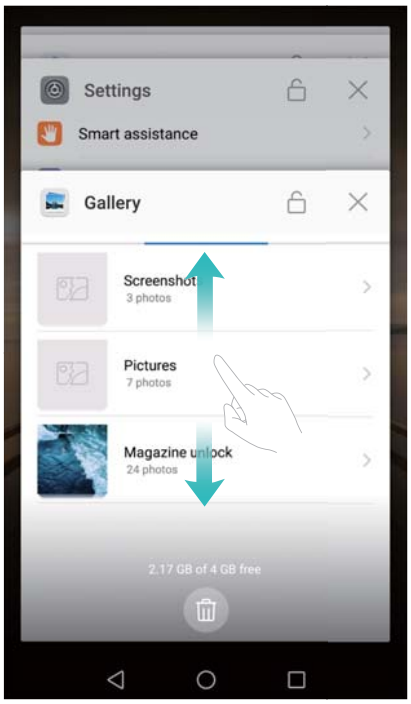
Managing recent tasks

Viewing recent tasks

Touch **Recent** to display recent tasks. Swipe up and down to browse them.

Switching between recent tasks

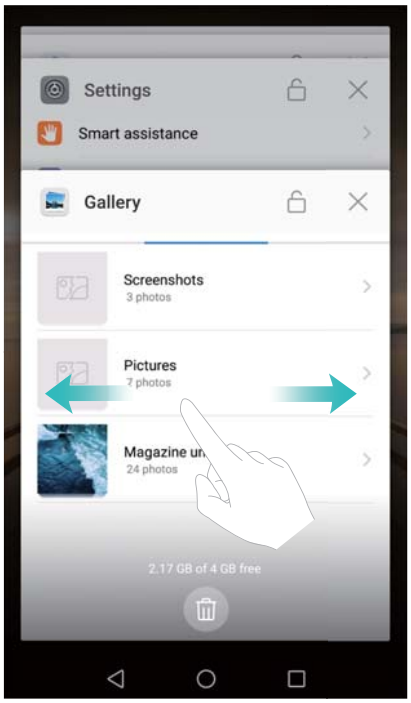
1. Touch **Recent**.
2. Swipe up or down to find the task you want to switch to and select it.



Ending recent tasks

1 Touch ☐ **Recent**.

2 To end a task, swipe it to the left or right or touch the ✕ icon in the top-right corner.



- Touch 🗑 to end all tasks.
- To prevent a task from ending, touch the 🔓 icon in the top-right corner. This will lock that task. To unlock a task, touch the 🔒 icon in the top-right corner.

Themes

About themes

Themes help you to personalize your home screen by changing the wallpaper, app icons, and more.

Changing the theme

Changing the theme

1 Open **Themes**.

2 You can:

- Select a theme and touch **APPLY**.
- Touch **Customize** to mix and match lock screen methods, wallpapers, app icons, and more.

Floating dock

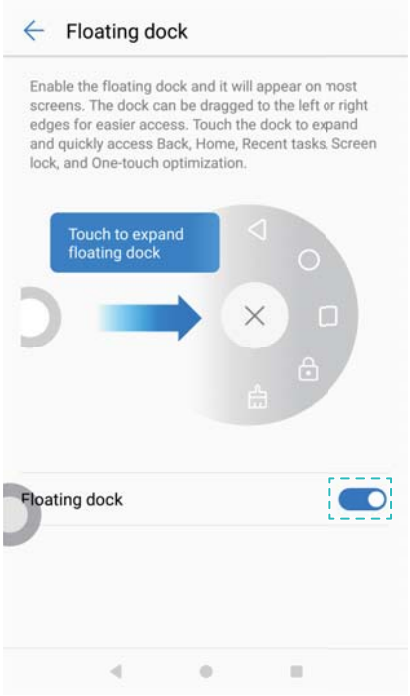
About the floating dock

Use the floating dock to access frequently-used options and features, such as the back key, home key, and one-touch optimization. You can move the floating dock around the screen for easy one-handed use.

Enabling or disabling the floating dock

1 Open **Settings**.

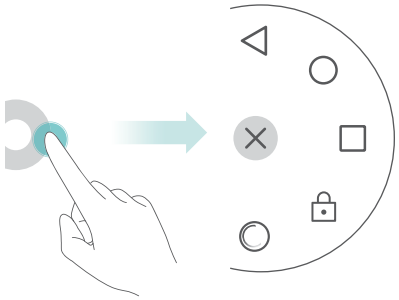
2 Touch **Smart assistance** > **Floating dock** and switch **Floating dock** on or off.


Floating dock
Enable the floating dock and it will appear on most screens. The dock can be dragged to the left or right edges for easier access. Touch the dock to expand and quickly access Back, Home, Recent tasks, Screen lock, and One-touch optimization.
Touch to expand floating dock
Floating dock

Drag the floating dock to move it to other parts of the screen.

Using the floating dock

Once enabled, the floating dock will be shown on all screens except the lock screen and notification panel.



Touch to expand the floating dock menu. You can:

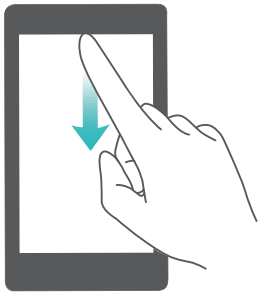
- Touch to return to the previous screen or exit the current app.
- Touch to return to the home screen.
- Touch to display the list of recently used apps.
- Touch to lock the screen.
- Touch to clean up the phone memory and close all apps running in the background.
- Touch to collapse the menu.

Global search

About global search

Use global search to find apps, contacts, and messages on your phone.

Swipe down on a blank part of the home screen to open the global search window, and then enter your search terms.



Searching for content on your phone's internal storage

Searching for contacts

1 Swipe down on the home screen.

2 Enter the name, initials, or number of a contact in the search bar. Your phone will display matching contacts.

Enter the name, initials, or number of a contact in the dialer. Your phone will display matching contacts.

Searching for SMS messages

Use the message search feature to find messages quickly.

1 Swipe down on the home screen.

2 Enter one or more keywords in the search bar. Your phone will display matching messages.

You can also search for messages in **Messaging**.

Searching for emails

1 Swipe down on the home screen.

2 Enter one or more keywords in the search bar. Your phone will display matching emails.

Searching for apps

1 Swipe down on the home screen.

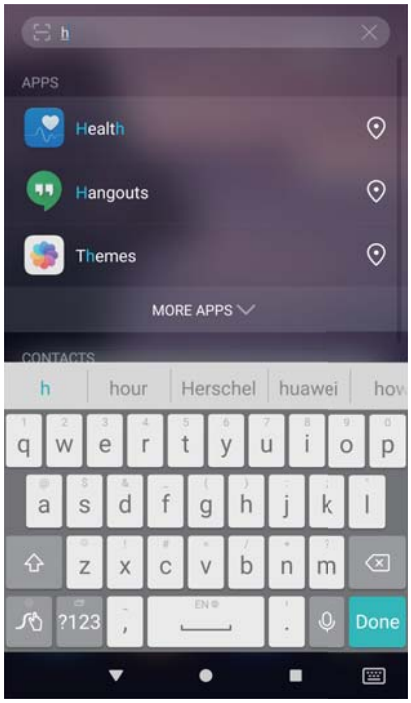
2 Enter one or more keywords in the search bar. Your phone will display matching apps.

- When using the Drawer home screen layout, you can also search for apps by touching and entering the app name in the search bar.
- When your phone is connected to the Internet, matching apps in the HiApp store will also be displayed. Connect to a Wi-Fi network before searching for cities to avoid incurring unexpected data charges.

Searching for settings

1 Swipe down on the home screen.

2 Enter one or more keywords. Your phone will display matching menu options from **Settings**.



Screenshot

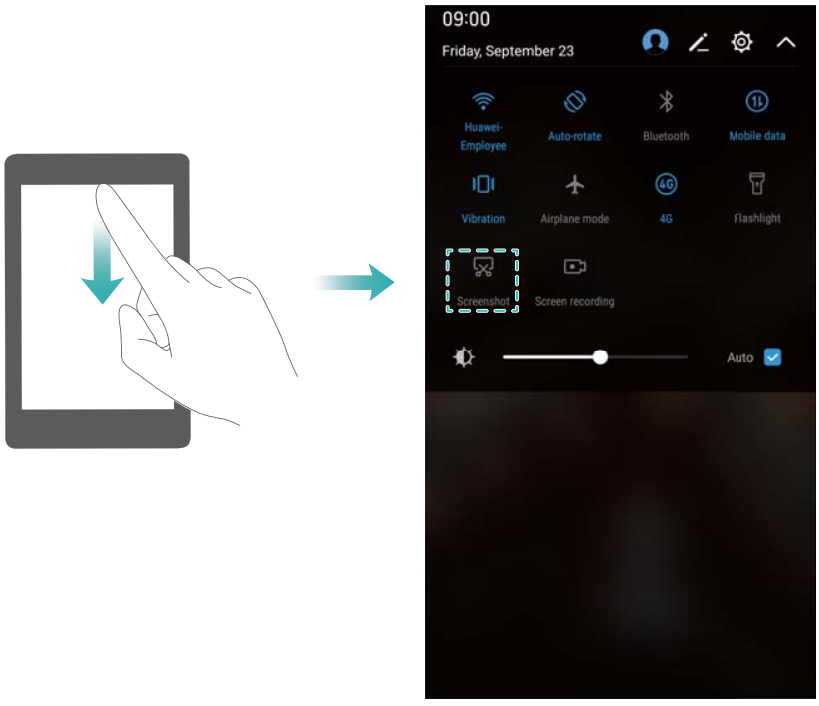
Capturing the entire screen

Taking a screenshot with the power and volume down buttons

Press the **Power button** and **Volume down button** to take a full screenshot.

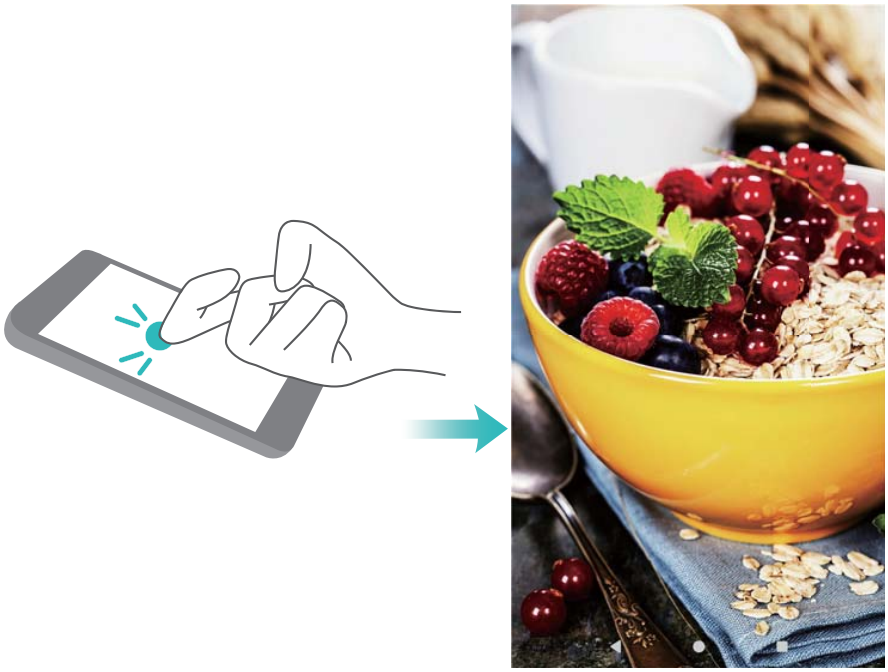
Screenshot shortcut

Open the notification panel, and then touch **Screenshot** in the Shortcuts tab to take a full screenshot.



Using your knuckle to take a screenshot

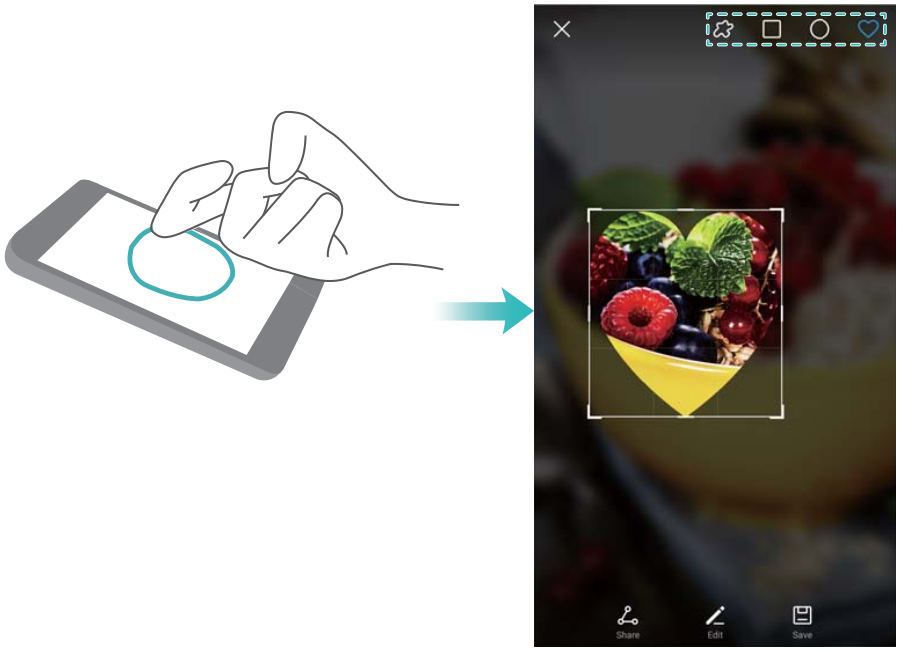
To take a screenshot of the whole screen, knock the screen twice with your knuckle.



Capturing part of the screen

Knock the screen with your knuckle. Keep your knuckle on the screen and encircle the area you want to capture. The area inside the blue line will be captured.

To use a predefined shape, select the screenshot box at the top of the screen, and then touch to save the screenshot.



By default, screenshots are stored in **Gallery**, within the **Screenshots** folder.

After creating a screenshot, touch **Share** to share it with friends.

Taking scrolling screenshots

Use scrolling screenshots to take screenshots longer than one page (such as web pages or conversation threads).

Taking a scrolloing screenshot

1 Open the notification panel, and then touch **Screenshot** in the Shortcuts tab to take a full screenshot.

2 After taking a screenshot, touch **Scrollshot** to take a scrolling screenshot.

Ensure that you touch **Scrollshot** within 3 seconds of taking the screenshot.

Using your knuckle

Draw an "S" on the screen using your knuckle. The screen will scroll down and capture all of the content in one screenshot.

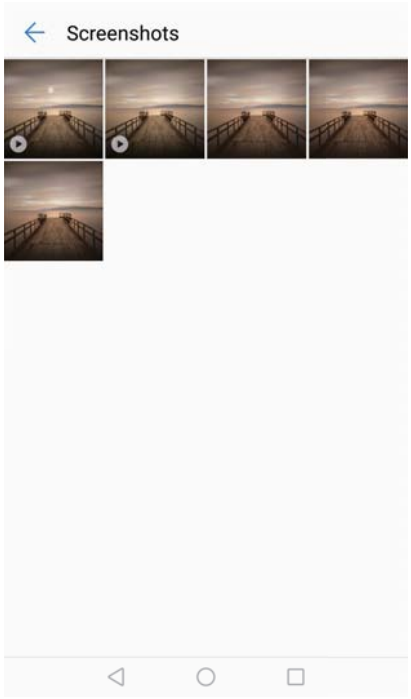
Touch the screen to stop scrolling and capture the preceding content.

Viewing, editing, deleting, and sharing screenshots

Viewing a screenshot

1 After taking a screenshot, open **Gallery**.

2 On the **Albums** tab, open **Screenshots** to view your screenshots.



Editing a screenshot

1 After taking a screenshot, touch **Edit**.

2 Choose the desired editing method and edit the image.

3 Touch to save the screenshot.

Sharing a screenshot

1 Touch **Gallery** > **Screenshots**.

2 Select the screenshot you want to share and touch .

3 Choose how you want to share the screenshot.

Deleting a screenshot.

1 Touch **Gallery** > **Screenshots**.

2 Select the screenshot you want to delete and touch .

Screen recording

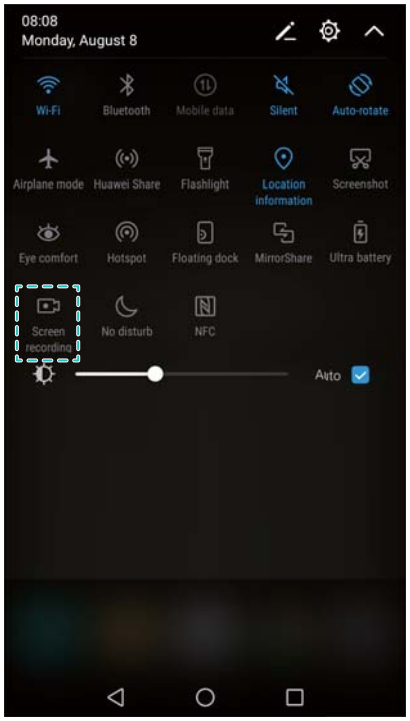
About screen recordings

Use the screen recording feature to record video game footage or show friends and family how to use phone features.

Screen recorder

Using the screen recorder shortcut switch

To start a screen recording, open the notification panel and touch **Screen recording**.

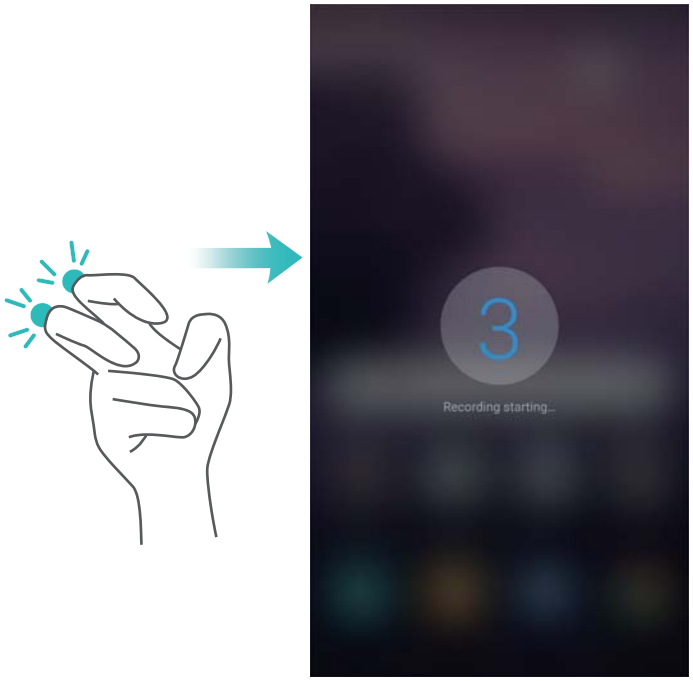


Pressing buttons to record

Press the **Volume up button** and **Power button** simultaneously.

Using knuckle gestures to record

To start a screen recording, knock the screen twice with two knuckles.



- Audio will also be recorded, so make sure that you are in a quiet environment.
- Recording will stop automatically when you make or receive a call.
- When making a screen recording, you will not be able to use the recording feature in other applications.
- Longer recordings will take up more space on your phone's internal storage, so ensure there is enough space before recording.

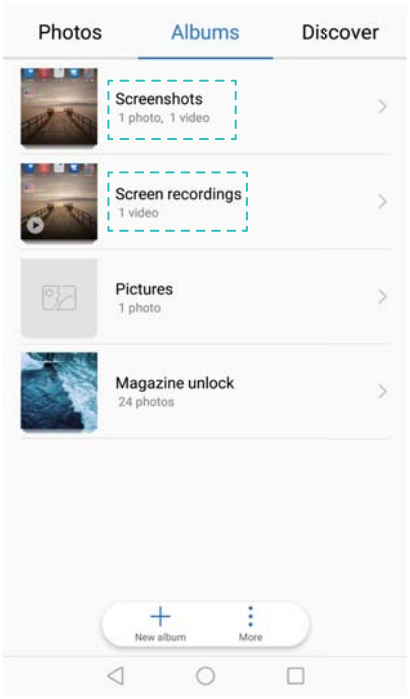
You can stop a screen recording in three ways:

- Knock the screen twice with two knuckles
- Press the volume up and power buttons simultaneously.
- Touch the screen recording icon in the upper left corner of the status bar.

Viewing, sharing, and deleting screen recordings

Viewing screen recordings

Go to the **Screenshots** or **Screen recordings** folders in **Gallery** to view screen recordings.



Sharing screen recordings

1 Touch **Gallery** > **Screen recordings**.

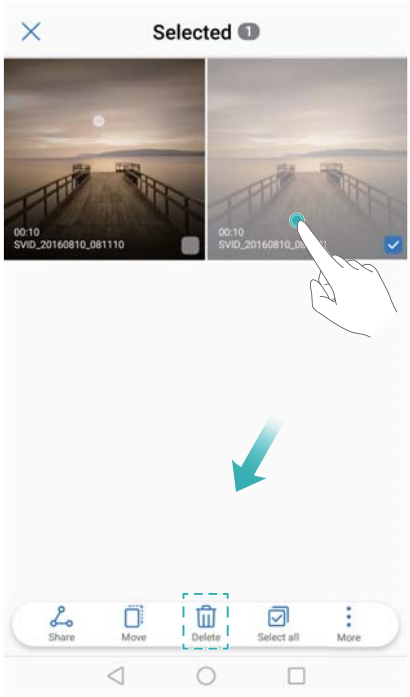
2 Select the screen recording you want to share and touch .

3 Choose how you want to share the screenshot.

Deleting screen recordings

1 Go to the **Screenshots** or **Screen recordings** folders in **Gallery**.

2 Touch and hold the screen recording that you want to delete and select **Delete**.

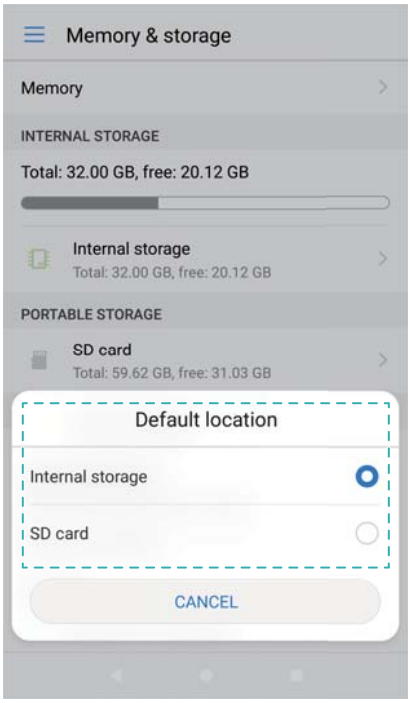


Configuring the default storage location for screen recordings

1 Insert a microSD card into your phone.

2 Open **Settings**.

3 Touch **Memory & storage** > **Default location** to change the default storage location to your phone's internal storage or microSD card.



Split-screen mode

About split-screen mode

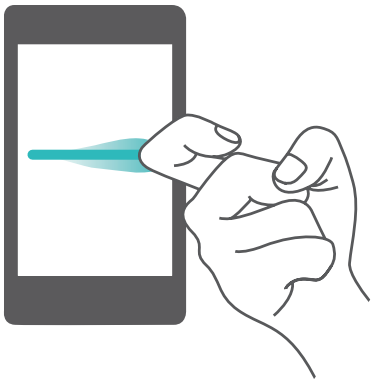
Use split-screen mode to use two apps at once. For example, you can watch video while talking to your friends on WhatsApp.

Enabling split screen mode

Split screen mode is not available for all apps. Some apps may not function properly in split screen mode.

Using your knuckle to enable split screen mode

If the screen is in portrait view, slide a knuckle across it horizontally. If the screen is in landscape view, slide a knuckle across it vertically.

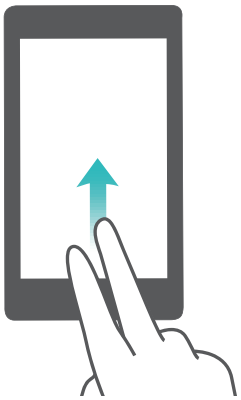


Using the Recent key to enable split screen mode

Open an app that supports split screen mode, and then touch and hold ☐ **Recent**.

Using swipe gestures to enable split screen mode

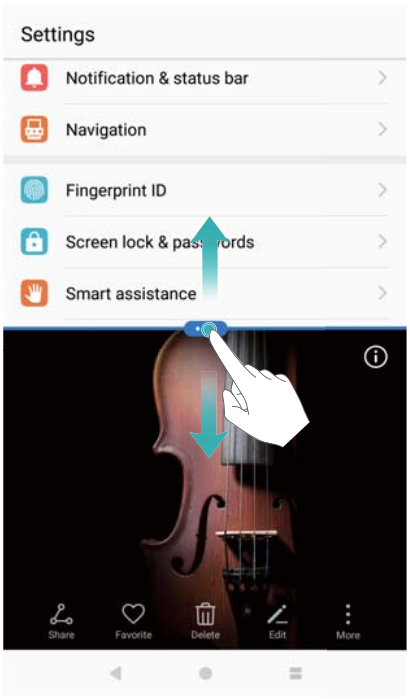
Open an app that supports split screen mode, and then swipe up from the bottom of the screen with two fingers.



Using split screen mode

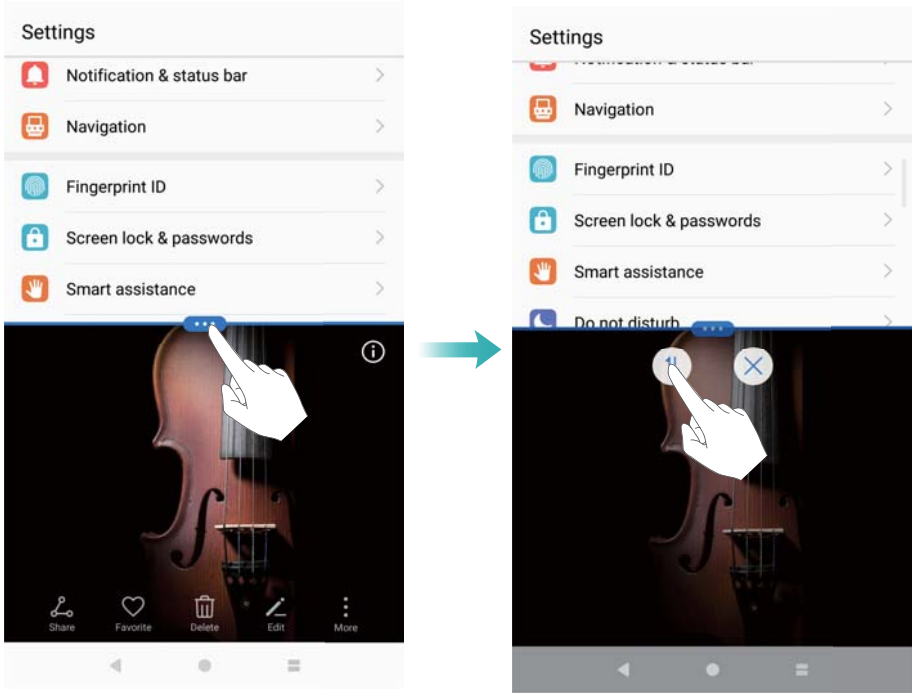
Switching to full screen mode

In split screen mode, touch and hold ••• and swipe up or down to switch to full screen mode.



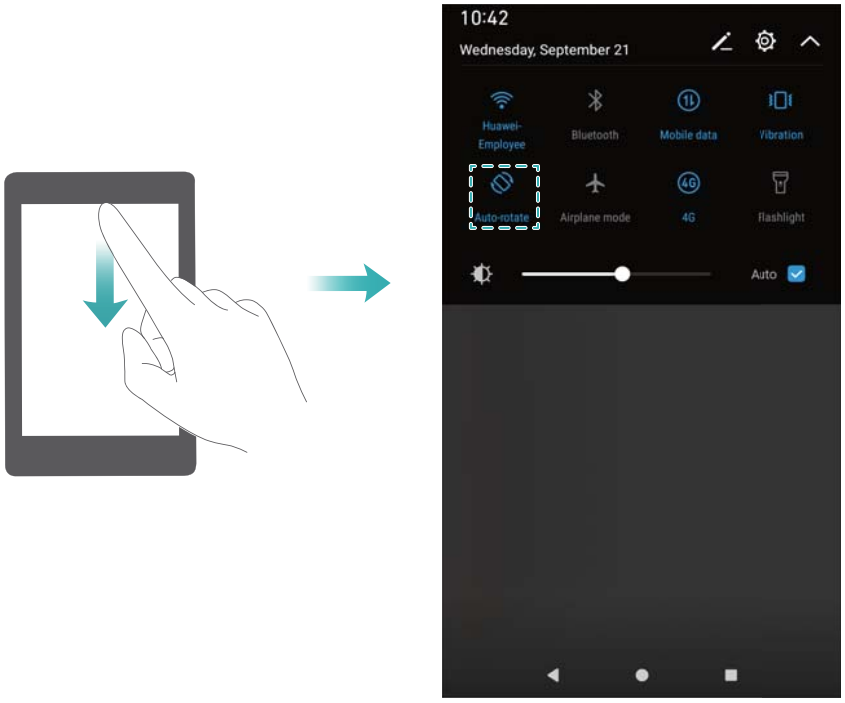
Moving screens

In split screen mode, touch , and then touch to switch the position of the screens.



Changing the screen orientation

Swipe down from the status bar and switch on **Auto-rotate** to enable automatic screen rotation.

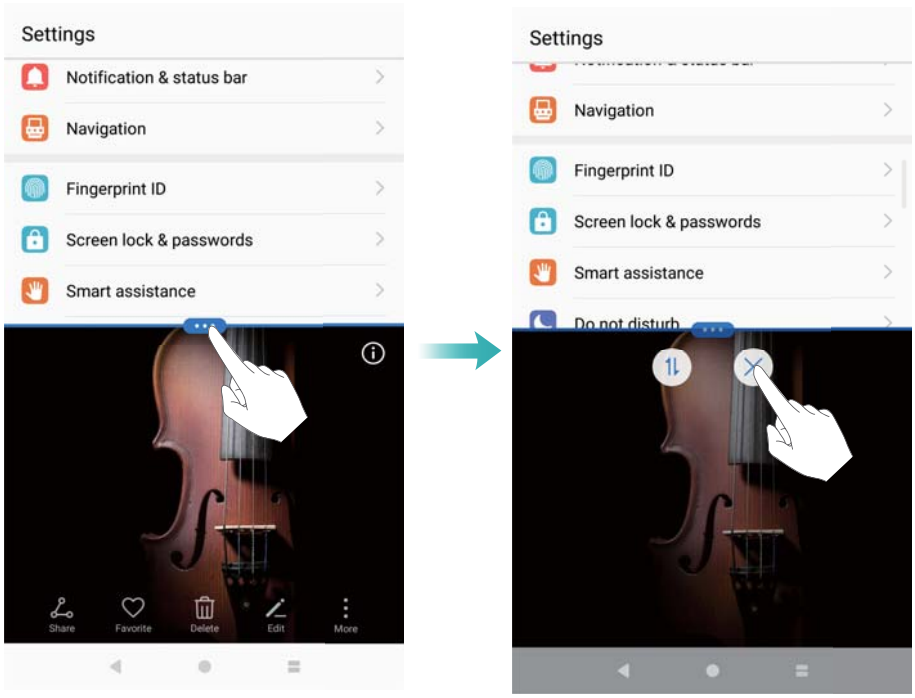


Accessing the home screen

In split screen mode, touch ◯ **Home** to access the home screen.

Exiting split-screen mode

To exit split-screen mode, touch ••• and select ✕.



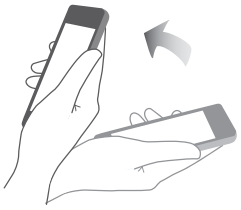
Using motion gestures

Use motion gestures to mute incoming calls, decrease the ringtone volume, answer calls, and more.

Open **Settings**. Touch **Smart assistance** > **Motion control** and select the motion gestures you want to enable under **Motions**

- **Flip**: Mute sounds and disable vibrations for incoming calls, alarms, and timers.

- **Pick up**: Pick up the phone to reduce the ringtone volume for incoming calls, alarms, and timers.



- **Raise to ear**: Hold the phone to your ear to answer an incoming call. When viewing call log details or contact details, hold the phone to your ear to call that contact. When calling in handsfree mode or with a Bluetooth headset, raise the phone to your ear to switch to earpiece mode.

Eye comfort mode

Eye comfort mode decreases the amount of blue light emitted from the screen to reduce eye strain.

Eye comfort mode

1 Open **Settings**.

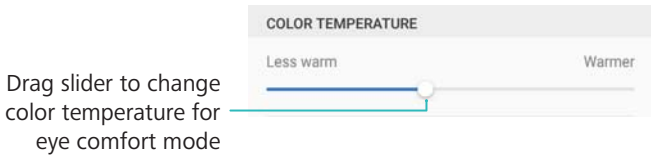
2 Touch **Display** > **Eye comfort** and switch on **Eye comfort**.

will be displayed in the status bar when eye comfort mode is enabled.

Adjusting the color temperature

Eye comfort mode reduces the amount of blue light emitted from the screen, which may give the screen a slightly yellow hue. You can adjust the color temperature to control the amount of blue light.

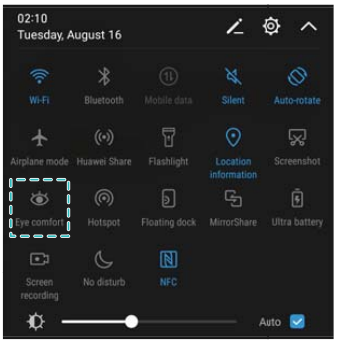
When **Eye comfort** is enabled, swipe left or right on the color temperature slider to adjust the color temperature. Cooler color temperatures produce a white or blue hue, whereas warmer color temperatures produce a red or yellow hue.



Enabling and disabling eye comfort mode

You can use the shortcut switch in the notification panel to enable or disable eye comfort mode.

Swipe down from the status bar. Touch ﹀ to display all shortcut switches, and then toggle the **Eye comfort** switch.



Configuring the timer

Configure the timer to enable eye comfort mode automatically at a preset time, such as when you finish work or before you go to bed.

1 Open **Settings**.

2 Touch **Display** > **Eye comfort**.

3 Switch on **Schedule** and configure the **Start time** and **End time**.

Display settings

Configuring the display settings

Configure the display settings to adjust the font and icon size.

1 Open **Settings**.

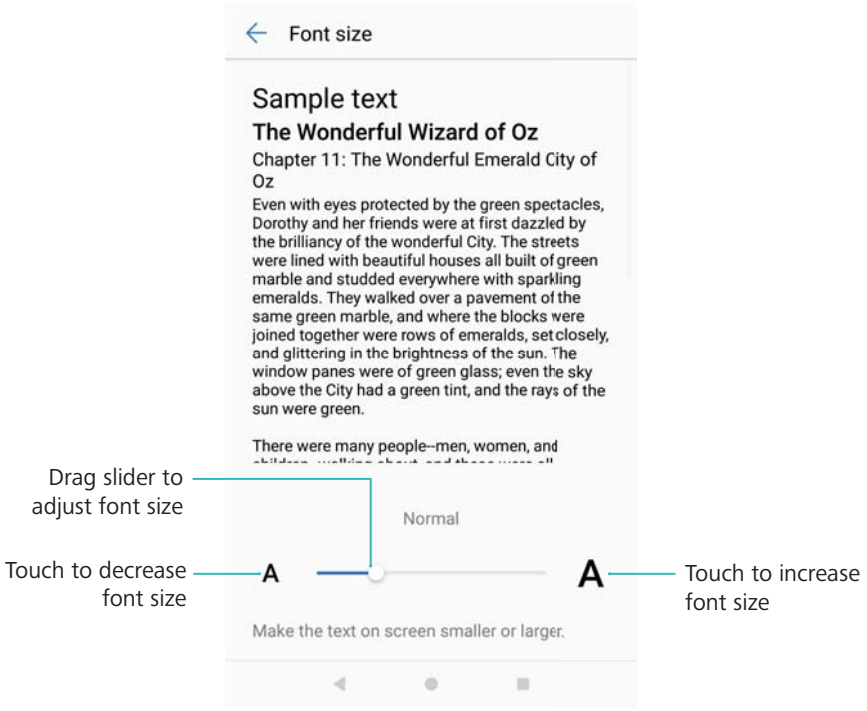
2 Touch **Display** > **View mode**.

3 Select **Large**, **Medium**, or **Small** as desired, and then touch **Apply**. Touch **OK** to restart your phone and apply the settings.

Changing the font size

1 Open **Settings**.

2 Touch **Display** > **Font size** and choose a font size.


Font size
Sample text
The Wonderful Wizard of Oz
Chapter 11: The Wonderful Emerald City of Oz
Even with eyes protected by the green spectacles, Dorothy and her friends were at first dazzled by the brilliancy of the wonderful City. The streets were lined with beautiful houses all built of green marble and studded everywhere with sparkling emeralds. They walked over a pavement of the same green marble, and where the blocks were joined together were rows of emeralds, set closely, and glittering in the brightness of the sun. The window panes were of green glass; even the sky above the City had a green tint, and the rays of the sun were green.
There were many people--men, women, and
Drag slider to adjust font size
Normal
Touch to decrease font size
A
A
Touch to increase font size
Make the text on screen smaller or larger.

You can choose from the following font sizes: **Small**, **Normal**, **Large**, **Huge**, and **Extra huge**. The **Extra huge** font size will only be displayed in **Messaging**, **Contacts**, and **Dialer**.

Configuring Daydream

Enable Daydream to display a slideshow of your photos when your phone is charging.

1 Open **Settings**.

2 Touch **Display** > **Daydream**.

3 Switch on **Daydream** and configure the **Picture source** and **Duration**.

Adjusting the screen brightness

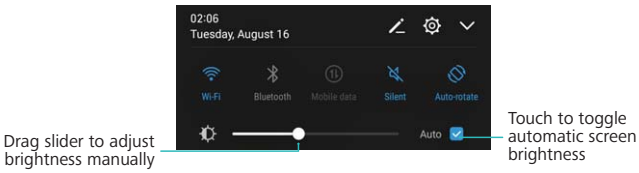
Adjust the screen brightness to suit your needs.

1 Open **Settings**.

2 Touch **Display** > **Brightness** and switch on **Automatic brightness**.

Your phone will automatically adjust the screen brightness according to the ambient brightness.

Manually adjust the screen brightness: Swipe down from the status bar. Touch ✓ to disable **Automatic brightness**, and then drag the slider to adjust the brightness. The screen brightness will stay constant, regardless of the ambient brightness.



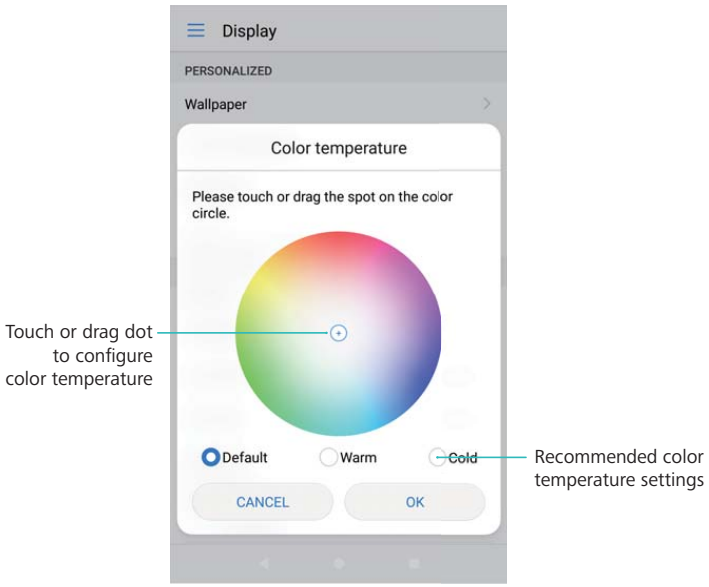
Changing the color temperature

Change the color temperature of your phone's display. Select a warmer color temperature for a softer look, or a cooler color temperature for a sharper image. Selecting a cooler color temperature increases the amount of blue light emitted from the screen, which can cause eye strain.

1 Open **Settings**.

2 Touch **Display** > **Color temperature**. Select **Default**. **Warm**, or **Cold**, and then touch **OK** to apply the settings.

Change the color temperature manually: Touch or drag the dot on the color temperature wheel, and then touch **OK** to apply the settings.



The color temperature cannot be changed when **Eye comfort mode** is enabled.

Changing the screen-off time

The screen will lock automatically and enter sleep mode after it has been idle for a certain period to reduce power consumption and prevent unintended operations.

1 Open **Settings**.

2 Touch **Display** > **Sleep** and select a screen-off time.

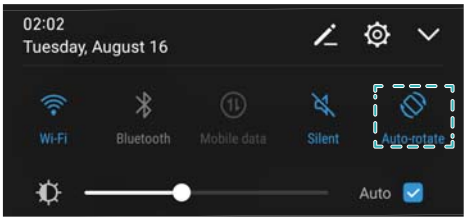
Configuring the screen rotation settings

When you rotate your phone, some apps will automatically adjust the screen orientation to make them easier to use.

1 Open **Settings**.

2 Touch **Display** and switch on **Auto-rotate screen**.

Quickly enable auto-rotation: Swipe down from the status bar and open the shortcut switches tab, and then touch the **Auto-rotate** switch to enable **Auto-rotate**.



Network and Sharing

Mobile Internet

Using mobile data

Enabling mobile data

Before enabling mobile data, ensure that you have activated mobile data services with your carrier.

1 Open **Settings**.

2 Touch **More** > **Mobile network**.

3 Switch on **Mobile data** to enable mobile data.

Disable mobile data when not required to save battery power and reduce data usage.

Enabling 4G

Before enabling 4G, ensure that you have activated 4G services with your carrier and that you are using a 4G SIM card.

1 Open **Settings**.

2 Touch **More** and switch on **Enable 4G** to enable 4G.

Enabling VoLTE

Enable VoLTE (Voice over LTE) to make high-quality audio and video calls over 4G networks.

1 Open **Settings**.

2 Touch **More** > **Mobile data**.

3 Switch on **VoLTE calls**.

Enabling data roaming

Enable data roaming to access the Internet when you travel abroad.

You may incur roaming charges when data roaming is enabled. Contact your carrier for details.

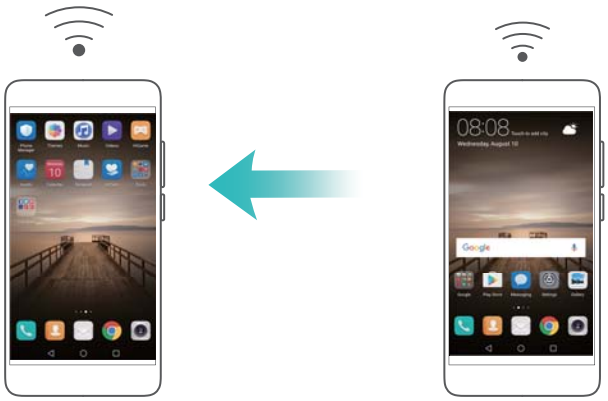
1 Open **Settings**.

2 Touch **More** > **Mobile network**.

3 Switch on **Data roaming**.

Sharing your mobile Internet with other devices

Setting up a portable Wi-Fi hotspot



1 Enable **Settings**.

2 Touch **More** > **Tethering & portable hotspot**.

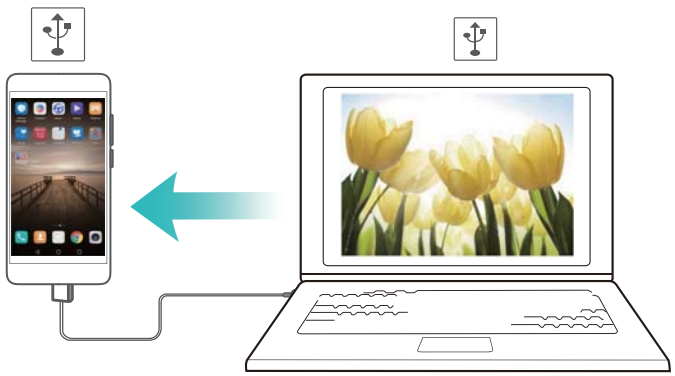
3 Touch **Portable Wi-Fi hotspot** and switch on the hotspot.

4 Touch **Configure Wi-Fi hotspot**. Set the Wi-Fi hotspot name, encryption mode, and password, and then touch **Save**.

Limit the amount of data that other devices can use: Touch **Data limit** on the **Portable Wi-Fi hotspot** screen, and then follow the onscreen instructions to set the data limit. Your phone will automatically disable the Wi-Fi hotspot when connected devices exceed this limit.

Using USB tethering

Depending on your computer's operating system, you may need to install phone drivers on the computer or establish a network connection in order to use USB tethering. Refer to your operating system instructions.



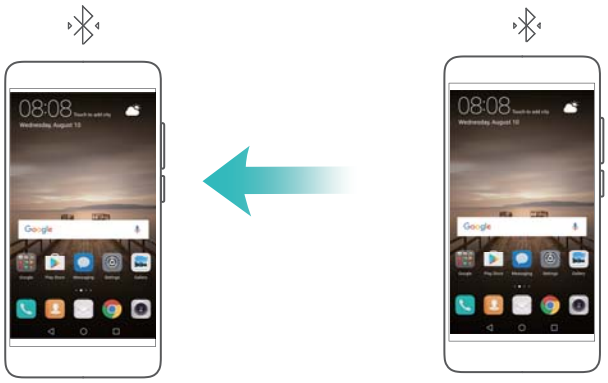
1 Use a USB cable to connect your phone to the computer.

2 Enable **Settings**.

3 Touch **More** > **Tethering & portable hotspot**.

4 Switch on **USB tethering** to share your mobile Internet.

Using Bluetooth tethering



Before using Bluetooth tethering, pair your phone with the device that wants to use your mobile Internet. For more information, refer to Using Bluetooth to connect your phone to other devices.

1 Enable **Settings**.

2 Touch **More** > **Tethering & portable hotspot**.

3 Switch on **Bluetooth tethering** to share your mobile Internet.

4 On the **Bluetooth** screen, touch ⓘ next to the paired device,and then switch on **Internet access** to share your mobile Internet.

Wi-Fi

About Wi-Fi

Connect to a Wi-Fi network to access the Internet and reduce mobile data usage.

Your personal data and financial information may be at risk if you connect to insecure public Wi-Fi networks.

Connecting to the Internet using Wi-Fi

Enable Wi-Fi to connect to the Internet using a Wi-Fi access point or hotspot.

Connecting to a Wi-Fi network

1 Open **Settings**.

2 Touch **Wi-Fi** and switch on **Wi-Fi**. Your phone will list available Wi-Fi networks.

- **Search manually for Wi-Fi networks**: Touch **Scan**. Your phone will search for available Wi-Fi networks.
- **Add a WLAN network that is not shown in the list**: Touch **Add network…**. Follow the onscreen instructions to configure the Wi-Fi settings and password.

3 Select the Wi-Fi network you want to connect to:

- If the Wi-Fi network does not require a password, your phone will connect automatically.
- If the network is protected, enter the password when prompted and touch **Connect**.

Once your phone is connected to a Wi-Fi network, it will display the icon in the status bar. Your phone will remember Wi-Fi networks that you have used before and reconnect to them automatically.

Connecting to a Wi-Fi network using WPS

WPS allows your phone to connect to a WPS-enabled router without having to remember a password.

1 Open **Settings**.

2 Touch **Wi-Fi** and switch on **Wi-Fi**.

3 Touch > **Advanced settings**. There are four options:

- Touch **WPS connection** and press the router's WPS button.
- Touch **WPS PIN connection** to generate a PIN, and then enter the PIN on the router.

Once your phone is connected to a Wi-Fi network, it will display the icon in the status bar. Your phone will remember Wi-Fi networks that you have used before and reconnect to them automatically.

Using Wi-Fi+

When Wi-Fi+ is enabled, your phone will automatically enable or disable Wi-Fi and connect to the Wi-Fi network with the best signal.

You may incur additional data charges when downloading large files or watching online videos over mobile data. To avoid incurring excessive data charges, purchase a data plan. Contact your carrier for details.

1 Open **Settings**.

2 Touch **Wi-Fi** > **Wi-Fi+** and turn on the **Wi-Fi+** switch.

When Wi-Fi+ is enabled, your phone will record your Wi-Fi connection history and monitor your signal strength and location. This information is then used to enable or disable Wi-Fi and connect to the Wi-Fi network with the strongest signal.

- **Smart switching between Wi-Fi and mobile data**: Evaluates available Wi-Fi networks and automatically connects to the best network (a small amount of Wi-Fi data may be used to perform a connectivity test). If Wi-Fi connectivity is poor, your phone will revert to mobile data. To configure the default network selection settings, go to your mobile network settings.
- **Turn on/off Wi-Fi automatically**: Automatically enables or disables Wi-Fi based on your location and your Wi-Fi connection history.
- **Evaluate available Wi-Fi networks**: Automatically monitors the signal strength and connection speeds of nearby public hotspots. Your phone will only connect to hotspots that have a working Internet connection.

Using a QR code to share a Wi-Fi network

Use a QR code to share a Wi-Fi password with other devices.

1 Open **Settings**.

2 Touch **Wi-Fi** and then turn on the **Wi-Fi** switch. Connect to the Wi-Fi network you want to share.

3 Touch the network to generate a QR code.

4 On the other device, swipe down on the home screen to access the search bar. Touch to scan the QR code and follow the onscreen instructions to connect to the network.

- QR codes can be generated for the following wireless encryption methods: WPA, WPA2, WEP, WPA-PSK, and WPA2-PSK. You cannot use a QR code to connect to Wi-Fi networks that are encrypted using the EAP protocol.
- This feature is currently only supported on Huawei phones and in some third-party apps.

Transferring data using Wi-Fi Direct

Use Wi-Fi Direct to transfer photos and files between your phone and another device without connecting to a Wi-Fi network. Wi-Fi Direct is similar to Bluetooth but offers faster transfer speeds, making it suitable for the transfer of larger files such as videos.

Connecting two devices using Wi-Fi Direct

1 Open **Settings** and touch **Wi-Fi**. Switch on **Wi-Fi** and touch .

2 Repeat the above steps on the other device and keep the Wi-Fi Direct search screen open on both devices.

3 When your phone detects the other device, select it. Follow the onscreen instructions to establish a Wi-Fi Direct connection between the two devices.

Wi-Fi Direct can only be used to transfer data between two Huawei devices. Check that both devices support Wi-Fi Direct.

To terminate the Wi-Fi Direct connection, touch to open the **Wi-Fi Direct** screen. Select the device you want to disconnect from and touch **OK** to confirm.

Using Wi-Fi Direct to send and receive files

Ensure Wi-Fi is enabled on both devices before using this feature.

1 Open **Files**. Touch and hold to select the files you want to send.

2 Touch **More** > **Share** > **Wi-Fi Direct**. Select the device that you want to connect to.

3 On the receiving device, touch **Accept** to accept the file transfer request.

Open the notification panel to monitor the file transfer progress.

By default, received files are saved to the **Wi-Fi Direct** folder in **Files**.

Configuring the Wi-Fi settings

Configure the Wi-Fi and mobile data settings to suit your needs.

Configuring the Wi-Fi sleep settings

1 Open **Settings**.

2 Touch **Wi-Fi** > **Configure**.

3 Touch **Keep Wi-Fi on during sleep**. There are three options:

- **Always**: Always stay connected to Wi-Fi when the screen is off.
- **Only when plugged in**: When the screen is off, only stay connected to Wi-Fi when your phone is charging.
- **Never (increases data usage)**: Always switch to mobile data when the screen is off.

When **Never (increases data usage)** is selected, your phone will disconnect from Wi-Fi and switch to mobile data when the screen turns off.

Viewing your MAC and IP address

1 Open **Settings**.

2 Touch **Wi-Fi** > **Configure** to view the MAC and IP address.

Renaming your device

Give your device a different name so it is easier to identify when using Wi-Fi Direct.

1 Open **Settings**.

2 Touch **Wi-Fi** > **Wi-Fi Direct**.

3 Touch **Device name** and enter a new device name.

Bluetooth

About Bluetooth

Use Bluetooth to share files, connect to peripherals, and more.

Using Bluetooth to connect your phone to other devices

Enabling Bluetooth and pairing with other devices

1 Open **Settings**.

2 Touch **Bluetooth** and switch on **Turn on Bluetooth**. Your phone will automatically list available devices.

- Ensure **Visibility** is switched on.
- If the device you want to pair with is not displayed, check that the device is discoverable.

3 Select the device you want to pair with and follow the onscreen instructions.

Unpairing Bluetooth devices

1 Open **Settings**.

2 Touch **Bluetooth** and switch on **Turn on Bluetooth**.

3 Touch the icon next to the device name and select **Unpair**.

Transferring data using Bluetooth

Using Bluetooth to share files

Ensure that Bluetooth is enabled and configured as discoverable on both devices.

1 Select the file you want to send. Touch **Share** > **Bluetooth**. Your phone will search for discoverable Bluetooth devices.

2 Select the receiving device.

3 On the receiving device, select **Accept** from the popup dialog to accept the file transfer request. Open the notification panel to view file transfer progress.

By default, received files are saved to the **bluetooth** folder in **Files**.

Sharing photos and videos quickly with Bluetooth

When viewing photos or videos in full screen, you can use the Transfer feature for fast Bluetooth sharing.

Ensure that Bluetooth is enabled and configured as discoverable on both devices.

1 Touch **Gallery** > **More** > **Settings** and switch on **Slide up to enable Transfer**.

2 Open **Gallery** and select the photo or video you want to send in full screen.

3 Swipe up and touch **Start**. Your phone will search for discoverable Bluetooth devices.

4 Select the receiving device.

5 On the receiving device, select **Accept** from the popup dialog to accept the file transfer request. Open the notification panel to view file transfer progress.

By default, received files are saved to the **bluetooth** folder in **Files**.

Bluetooth settings

Renaming your phone

Your phone model is used as the default Bluetooth device name. If you want, you can change this to a more memorable name.

1 Open **Settings**.

2 Touch **Bluetooth** > **Device name**.

3 Enter a new name, and then touch **Save**.

Making your phone discoverable for pairing

1 Open **Settings**.

2 Touch **Bluetooth**. Switch on **Visibility** to make your phone discoverable to other Bluetooth devices.

3 Touch **More** > **Visibility timeout** and configure the discovery timeout.

- When the timeout has expired, **Visibility** will be disabled.
- When **Visibility** is disabled, other Bluetooth devices will not be able to discover your phone.

NFC

About NFC

NFC (Near-field communication) is a wireless communication technology that enables the exchange of data between devices. NFC-enabled devices support three modes of operation: card emulation mode, reader/writer mode, and peer-to-peer mode.

In card emulation mode, your device can emulate contactless smart cards (such as bank, transit, and access cards). Reader/writer mode allows you to scan NFC tags (for example, you can scan an NFC tag to top up your transit card), and peer-to-peer mode allows you to quickly transfer music, images, apps, and other content between two NFC-enabled devices.

You can download banking, payment, and other apps that support NFC to make contactless payments and turn your phone into a mobile wallet.

Enabling NFC

1 Open **Settings**.

2 Touch **More** > **Near Field Communication (NFC)**.

3 Switch on **Near Field Communication (NFC)** to enable NFC.

When NFC is enabled, your phone will display the icon in the status bar.

To disable NFC, turn off the **Near Field Communication (NFC)** switch.

Using NFC to make contactless payments

Use NFC to turn your phone into a virtual bank or transit card and make contactless payments.

Using a SIM card to make payments

Use an NFC-enabled SIM card to make payments in shops and on public transport.

This feature is only available on phones that support NFC SIM cards. If necessary, contact your carrier to obtain an NFC SIM card.

1 Insert your SIM card into a NFC-enabled SIM card slot.

2 Switch on **Near Field Communication (NFC)**.**NFC security chip**Select a SIM card which supports NFC. Select your carrier's payment app as the **Default payment app**.

3 Open your carrier's payment app and follow the onscreen instructions to associate a bank card and add credit.

4 To make a payment, place your phone against the NFC sensor on the payment terminal.

You can also make payments when your phone is switched off. Before switching your phone off, ensure that **Near Field Communication (NFC)** is switched on.

Using card emulation to make payments

Use your phone as a virtual bank card to make secure, contactless payments in store.

Before using this feature, download the app for your bank card and follow the onscreen instructions to add your card. For more details, contact your bank.

1 Switch on **Near Field Communication (NFC)**. **Default payment app**Select the app for your bank card.

2 To make a payment, unlock your phone and place it against the contactless symbol on the payment terminal.

Using NFC to beam content

Use NFC to quickly share content between two NFC-enabled devices.

Check that the screen is unlocked on both devices and ensure that NFC and Huawei Beam are enabled.

1 Select the content that you want to beam (such as web pages, contacts, images, or videos).

2 Hold your device and the receiving device back to back so that the NFC sensors on each device touch each other. Once a connection is established, a sound will be played and a thumbnail of the shared content will appear on the screen.

3 When prompted, touch the screen to beam the content to the other device. Do not separate the devices until beaming has started.

To view the received files, touch **Settings** > **More** > **Near Field Communication (NFC)** and go to **More** > **Received files**.

Using NFC to share Internet with other devices

Use NFC to quickly connect your phone to other devices over Bluetooth or Wi-Fi Direct and share your Wi-Fi network or portable hotspot.

- Check that the screen is unlocked on both devices and ensure that NFC and Huawei Beam are enabled. To pair the devices over Bluetooth, switch on Bluetooth on both devices.
- Wi-Fi Direct can only be used to transfer data between two Huawei devices. Check that both devices support Wi-Fi Direct.

1. Open **Settings** and go to the Bluetooth, Wi-Fi, or Wi-Fi Direct screen. Go to the same screen on the other device. For example, if you want to pair the devices over Bluetooth, go to the Bluetooth screen on both devices.
2. Hold your device and the receiving device back to back so that the NFC sensors on each device touch each other. Once a connection is established, a sound will be played and a thumbnail will be displayed on the screen.
3. When prompted, touch the screen to establish a Bluetooth or Wi-Fi Direct connection or share your Wi-Fi network or portable hotspot.

Multi-screen

Using multi-screen

Use multi-screen to mirror your phone screen to a television, projector, or other display device. You can also push photos, music, and videos from your phone to another screen to share them with others.

Display devices (including TVs and projectors) must support Miracast. This is supported on some Android Smart TVs. If your display device does not support Miracast, you can purchase a TV dongle that supports this protocol and connect it to your display device.

Mirroring your screen to a display device

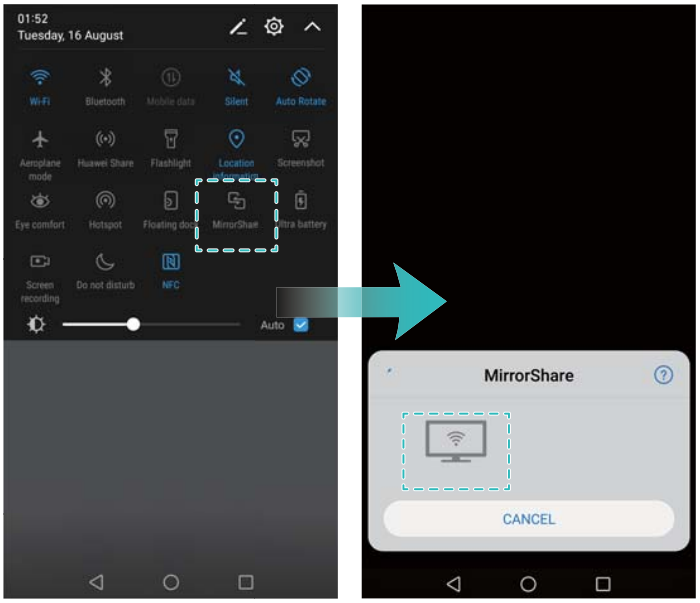
Mirror your phone's screen to an external display to play games and view files on a larger screen.

1 Swipe down from the status bar to open the notification panel. Touch .

On some phones, the icon is hidden. Touch to expand or find it on the **Settings** > **Smart assistance** screen.

2 Select a display device (or TV dongle) from the list. Your phone's screen will be mirrored to this device.

You may need to enable Miracast on some display devices (or TV dongles) for your phone to detect them. For instructions on how to enable Miracast, please see the manual for your display device.



To stop mirroring the screen, touch > **Disconnect**.

VPNs

About VPNs

A VPN (virtual private network) is a secure connection that allows you to send and receive data across shared or public networks. You can use a VPN to connect to your company network and email server.

Connecting to a VPN

Use a virtual private network (VPN) for secure, remote access to company data and other network resources.

Contact your VPN administrator to obtain the server information.

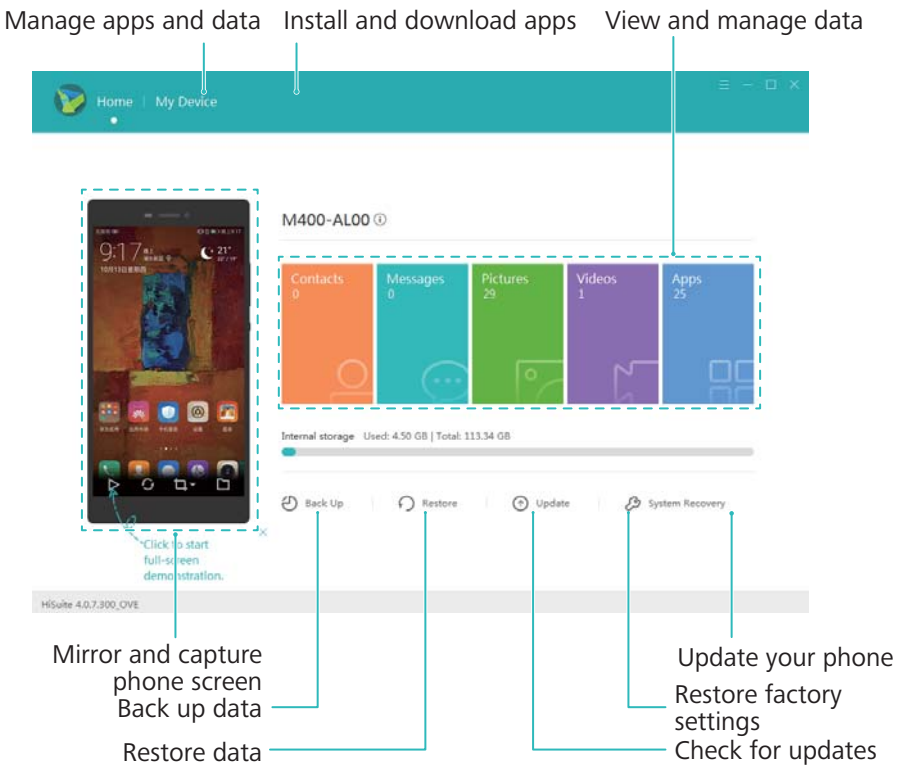
1. Open **Settings**.
2. Touch **More** > **VPN**.
3. Touch **Add VPN network**. When prompted, enter the server name, select the server type, and then enter the server address. Touch **Save** to save the server settings.
4. To connect to the VPN, touch the VPN name, enter your username and password, and then touch **Connect**.

   Contact your VPN administrator to obtain your username and password.

HiSuite

Using HiSuite

Use HiSuite to manage your phone's apps and data from your computer. Download and install apps with a single click and get the most out of your smartphone.



- **Manage apps and data**: Use HiSuite to manage contacts, messages, multimedia files, and to sync your calendar and contacts.
- **Back up and restore data**: Back up data from your phone to your computer, or restore data to any Huawei phone.
- **Repair or update the system**: If your phone won't turn on or boot properly, use HiSuite to perform a factory reset. You can also check for software updates and install them on your phone.
- **Screen mirroring**: Use HiSuite to display your phone screen on your computer and take screenshots.

Installing HiSuite

System requirements

Before installing HiSuite, check that your computer meets the following system requirements:

- Microsoft Windows 7 (32 or 64-bit versions)
- Windows Vista (32 or 64-bit versions)
- Windows XP (32 or 64-bit versions).

- Hard disk space: 500 MB
- RAM: 1 GB
- Monitor: 1024 x 768 resolution with 16-bit color

Installing HiSuite and connecting your phone to a computer

1. On the computer, visit http://consumer.huawei.com/minisite/HiSuite_cn/. Download and install HiSuite. Once installation is complete, the **HiSuite** icon will appear on your desktop.
2. Use a USB cable to connect your phone to the computer. HiSuite will launch automatically.
3. If the **Allow connection in HDB mode** dialog appears on your phone, touch **OK**.
4. On your computer, click **Continue**. If your phone does not come with HiSuite preinstalled, your phone will download it automatically and connect to your computer.

Once the connection has been established, your phone screen and model will be displayed on your computer.

If your phone does not connect to the computer automatically, go to **Settings** > **Advanced settings** > **Security** and switch on **Allow HiSuite to use HDB**. You do not need to enable USB debugging mode.

Using Huawei Share to transfer files between two Huawei devices

Use Huawei Share to quickly transfer files between two Huawei devices. Huawei Share uses Bluetooth to detect nearby Huawei devices and share files over Wi-Fi Direct.

Enabling Huawei Share

1. Pull down the status bar to open the notification panel.
2. Touch **Huawei Share** and select **ALLOW** to enable Huawei Share.

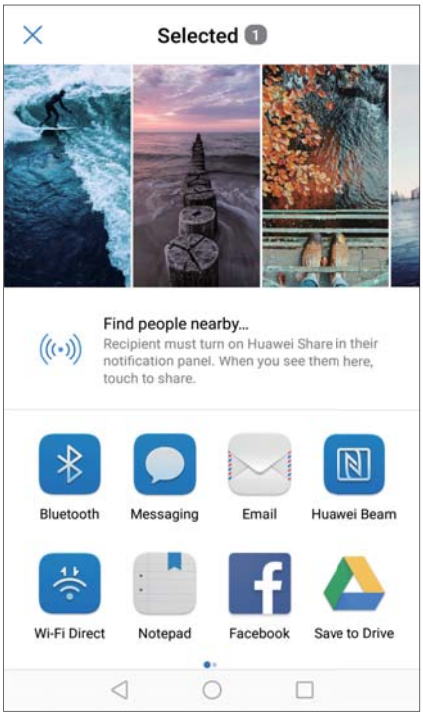
   - Switching on **Huawei Share** will automatically enable **Wi-Fi** and **Bluetooth**.
   - If you switch off **Wi-Fi** or **Bluetooth**, **Huawei Share** will be automatically disabled.

Using Huawei Share to transfer files

Ensure that Huawei Share is supported on both devices. Huawei Share must be enabled on the receiving device and the screen must be switched on.

1. Select the files you want to send and touch **Share**.
   - If **Wi-Fi** and **Bluetooth** are switched on, your phone will automatically search for nearby devices.
   - If **Wi-Fi** or **Bluetooth** are switched off, touch **Huawei Share** to search for nearby devices.

     When you touch **Huawei Share**, your device will switch on **Wi-Fi** and **Bluetooth** automatically.



2 Select the receiving device.

3 On the receiving device, select **ACCEPT** from the popup dialog to accept the file transfer request. Open the notification panel to view file transfer progress.

- To cancel sending, touch the name of the receiving device on your phone.
- By default, received files are saved to the **Huawei Share** folder in **Files**.

Using a USB port to transfer data

Selecting the USB connection mode

1 When you use a USB cable to connect your phone to a computer or another device, **Allow access to device data?** will be displayed in a popup dialog.

2 Touch **NO, CHARGE ONLY**.

3 Swipe down from the status bar to open the notification panel, and then touch **Charging via USB**. You can choose from the following USB connection modes:

- **Charge only**: Charge your phone only.
- **Reverse charging**: Use your phone to charge another device with a USB Type-C cable.
- **Device file manager (MTP)**: Transfer files between your phone and a computer.
- **Camera (PTP)**: Transfer images between your phone and a computer. If your phone does not support MTP, the PTP protocol will be used to transfer files and images between your phone and computer.
- **MIDI**: Use your phone as a MIDI input device and play MIDI files on your computer.

Transferring data between your phone and a computer

Use a USB cable to connect your phone to a computer and transfer data between the two devices.

Transfer files

MTP (media transfer protocol) is a protocol for transferring media files. You can use MTP to transfer files between your phone and a computer. Before using MTP, ensure that you have Windows Media Player 11 or later installed on your computer.

Swipe down from the status bar to open the notification panel, and then set the USB connection mode to **Device file manager (MTP)**. Your computer will automatically install the necessary drivers. To view files stored on your phone, wait until the drivers have been installed, and then click the new drive icon that appears on your computer (the drive is named after your phone model). If you are using a Windows computer, use Windows Media Player to browse multimedia content on your phone.

Transferring images

PTP (picture transfer protocol) is an image transfer protocol. Use PTP to transfer images between your phone and a computer.

Swipe down from the status bar to open the notification panel, and then set the USB connection mode to **Camera (PTP)**. Your computer will automatically install the necessary drivers. To view images stored on your phone, wait until the drivers have been installed, and then click the new drive icon that appears on your computer (the drive is named after your phone model).

Transferring MIDI data to your phone

MIDI (Musical Instrument Digital Interface) is a music technology protocol that allows digital music instruments to communicate with each other.

Swipe down from the status bar to open the notification panel, and then set the USB connection mode to **MIDI**. You can use your phone to receive or process MIDI data from other devices.

Transferring data between your phone and a USB storage device

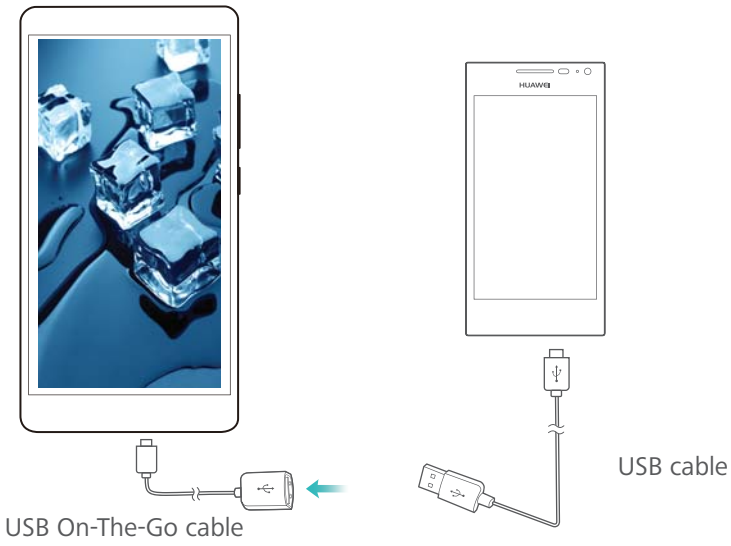
USB OTG is designed to transfer data directly between two USB devices (such as phones, tablets, digital cameras, and printers) without the need for a computer. Use a USB On-The-Go (OTG) cable to connect your phone to a USB storage device and back up your files.

Transferring data between your phone and a microSD card

Use a USB OTG cable to access data on another phone's microSD card without using a computer.

- This feature is only available on phones that support USB OTG cables.
- If your phone has a USB Type-C port, purchase a micro USB to USB Type-C adapter, or use a USB OTG cable with a USB Type-C connector.

1 Connect to the other device using a USB OTG cable and a USB data cable.



2 On the other device, set the USB connection mode to USB flash drive or **Device file manager (MTP)**.

3 Touch **Files** > **Local** > **SD card** to browse data on the microSD card. You can select and copy data to a destination folder.

4 When you have finished browsing, touch **Settings** > **Memory & storage** > **SD card** > **Eject**.

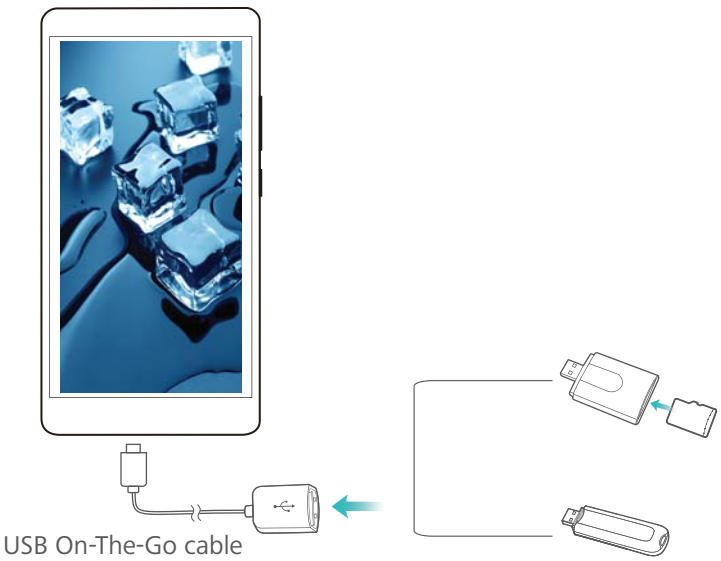
5 Disconnect the USB OTG and USB data cables from both devices.

Transferring data between your phone and a USB storage device

Your phone can access data on USB flash drives, card readers, and other storage devices using a USB OTG cable.

- This feature is only available on phones that support USB OTG cables.
- If your phone has a USB Type-C port, purchase a micro USB to USB Type-C adapter, or use a USB OTG cable with a USB Type-C connector.

1 Connect your phone to a USB flash drive with a USB OTG cable.



2 Touch **Files** > **Local** > **USB drive** to browse data on the flash drive. You can select and copy data to a destination folder.

3 When you have finished browsing, touch **Settings** > **Memory & storage** > **USB drive** > **Eject**.

4 Disconnect the USB OTG cable from your phone and the USB flash drive.

Security and Backup

Fingerprint recognition

Adding a fingerprint for the first time

Use a fingerprint to unlock your screen, open encrypted files, unlock apps, and make secure payments.

To better protect your privacy, you can only use the fingerprint screen unlock feature when the unlock method is set to **PIN** or **Password**.

1. Open **Settings** and touch **Fingerprint ID**.
2. Touch **Fingerprint management**(optional).
3. Select **PIN** or **Password**, and then follow the onscreen instructions to set a screen lock password.
4. Once you have set a password, touch **New fingerprint** to add your fingerprint.
5. Place your fingertip on the fingerprint sensor. Press down lightly on the sensor until your phone vibrates. Repeat this step using different parts of your fingertip.
6. Once you have added your fingerprint, touch **OK**.

To unlock the screen, place your fingertip on the fingerprint sensor.

You will be asked to enter your backup PIN or password when you restart your phone or if fingerprint recognition fails.

Adding, deleting, or renaming a fingerprint

Add multiple fingerprints to make it easier to unlock your phone. You can also delete or rename fingerprints.

1. Open **Settings** and touch **Fingerprint ID**.
2. Touch **Fingerprint management**(optional).
3. Enter the screen lock password and touch **Next**.
4. In the **Fingerprint list** section, you can:
   - Touch **New fingerprint** to add other fingerprints. You can add up to five fingerprints.
   - Touch a previously added fingerprint to rename or delete it.

Accessing Safe with your fingerprint

Use your fingerprint to access your Safe without entering the password.

1. Open **Settings** and touch **Fingerprint ID**.
2. Touch **Fingerprint management**(optional).
3. Enter the screen lock password and touch **Next**.

4 Touch **Access safe**, and then follow the onscreen instructions to enter your Safe password and enable fingerprint recognition.

Once you have completed the settings, touch **Files** > **Safe**. You can now use your fingerprint to access your Safe.

Accessing App Lock with your fingerprint

Use your fingerprint for quick access to apps in your App Lock. You do not need to enter the App Lock password.

1 Open **Settings** and touch **Fingerprint ID**.

2 Touch **Fingerprint management**(optional).

3 Enter the screen lock password and touch **Next**.

4 Touch **Access app lock**. Follow the onscreen instructions to enter your App Lock password and enable fingerprint recognition.

To view the App Lock status, touch **Phone Manager** > **App lock** once you have completed the settings, and then place your finger on the fingerprint sensor. To access a locked app from the home screen, touch the app icon and place your fingertip on the fingerprint sensor.

Using fingerprint sensor touch gestures

Use simple touch gestures on the fingerprint sensor to take photos, answer calls, and perform other frequent operations.

1 Open **Settings**.

2 Touch **Fingerprint ID**.

3 In the **Touch and hold gesture** section, switch on the features you want to enable.

- **Take photo/video**: When using the camera viewfinder, touch and hold the fingerprint sensor to take a picture.
- **Answer call**: Touch and hold the fingerprint sensor to answer an incoming call.
- **Stop alarm**: Touch and hold the fingerprint sensor to silence an alarm.

4 In the **Slide gesture** section, switch on the features you want to enable.

- **Show notification panel**: When the screen is in portrait mode, swipe down on the fingerprint sensor using any finger to open the notification panel. Tap the sensor twice to clear all notifications, or swipe up on the sensor to close the notification panel.
- **Browse photos**: When viewing photos in full screen mode, swipe left or right on the sensor to switch between photos.

User accounts

About user accounts

Create multiple user accounts to prevent others from viewing your confidential information, or to keep your work and personal life separate.

There are three different user types:

- **Owner**: Only the owner can log in to this account. As the owner, you can control all user permissions. For example, you can add or delete users and guests, or authorize other users to use calling and messaging services.
- **Sub-user**: Suitable for close family and friends. Sub-users can use most features, apart from those that may affect the owner, such as restoring factory settings and enabling do not disturb mode.
- **Guest**: Guests only have limited access to your phone's features. For example, guests cannot use messaging services or install applications from unknown sources.

Create user accounts

Create multiple user accounts to keep your work and personal life separate.

1. Open **Settings**.
2. Touch **Advanced settings** > **Users**.
3. Touch **Add**. Enter a nickname, and then touch **Create**.
4. Once you have added a user, switch to the new user account and follow the onscreen instructions to customize the user settings.

- You can also create a new user account from the lock screen. Under **Lock screen settings**, switch on **Add users when device is locked**, and then swipe down from the status bar on the lock screen.
- You can add up to three user accounts.

Deleting user accounts

Delete unused accounts to free up storage space.

Log in as the owner. You can delete a user account in two ways:

- Swipe down from the status bar and touch > **More settings**. Select the user that you want to delete and touch **Delete user** > **Delete**.
- Open **Settings** > **Advanced settings** > **Users**. Select the user that you want to delete and touch **Delete user** > **Delete**.

Switching between user accounts

Quickly switch between user accounts.

- To switch to another user account, swipe down from the status bar, touch , and then select a profile picture or username.
- Open **Settings** > **Advanced settings** > **Users**. Select the user that you want to switch to and touch **Switch user**.

Configuring usernames and profile pictures

You can change your username and profile picture at any time.

1. Open **Settings**.
2. Touch **Advanced settings** > **Users**.
3. Select the desired user.
4. Touch . You can:
   - Select **Take photo** to take a photo and use it as your profile picture.
   - Select **Choose photo from Gallery** to choose a profile picture from Gallery.
5. Enter a new name and touch **OK**.

Creating a guest account

Create a guest account so your friends can use your phone.

1. Open **Settings**.
2. Touch **Advanced settings** > **Users**.
3. Touch **Add guest** > **ADD**.

You can also create a guest account from the lock screen. Under **Lock screen settings**, switch on **Add users when device is locked**, and then swipe down from the status bar on the lock screen.

Deleting the guest account

Log in as the owner. You can delete the guest account in two ways:

- Swipe down from the status bar, touch > **More settings**, and then touch **Guest** > **Delete guest**.
- Open **Settings** > **Advanced settings** > **Users** and touch **Guest** > **Delete guest**.

Authorizing users to make calls and access the call log

You can authorize users to access your contacts, call log, and call and messaging features.

Log in as the owner. You can authorize a user or guest to make calls and access your contacts in two ways:

- Swipe down from the status bar and touch > **More settings**. Select a user, and then touch **Allow calls and messages, and sharing of communication history**.
- Open **Settings** > **Advanced settings** > **Users**, select an user, and then touch **Allow calls and messages, and sharing of communication history**.

Adding a secure storage space

Create a secure storage space to prevent others from accessing your messages, photos, videos, and other files.

Ensure that you have configured your fingerprint ID. For more information, see Adding a fingerprint for the first time.

1 Open **Settings**

2 Touch **Advanced settings** > **Users**.

3 Touch **Add PrivateSpace**. Enter a name for your secure storage space and touch **Create**.

4 Touch **Switch** to view your secure storage space.

5 Follow the onscreen instructions to complete the settings and add a fingerprint to access your storage space.

Once you have completed the settings, you can access your secure storage space from the lock screen by using the corresponding fingerprint.

Delete or exit your secure storage space: Go to your storage space. Touch **Settings** > **Advanced settings** > **Users** and select or as desired.

Security settings

Setting your SIM card PIN

Enable the SIM lock to prevent others from using your SIM card. You will need to enter your SIM card PIN each time you turn on your phone or insert your SIM card into another phone.

Make sure you have received a SIM card PIN from your carrier before enabling the SIM lock.

1 Open **Settings**.

2 Touch **Advanced settings** > **Security** and select card lock to access the SIM lock settings.

3 Switch on **Lock SIM card**. Enter your SIM card PIN and touch **OK**.

To change your SIM card PIN, touch **Change SIM PIN** and follow the onscreen instructions.

- You will need to enter the PUK code if you exceed the maximum number of incorrect PIN attempts. The SIM card will be permanently locked if your enter the PUK code incorrectly too many times.
- For details about these limits, contact your carrier.

Encrypting a microSD card

Encrypt your microSD card to prevent unauthorized access to your data. You will be prompted to enter a password when the microSD card is inserted into another phone.

- Not all microSD cards can be encrypted. An error message may be displayed when you attempt to encrypt or unlock unsupported cards. Remember to back up important data before encrypting your microSD card.
- Encrypted microSD cards will not be recognized by devices that do not support microSD card encryption.
- If you forget the microSD card password, you will have to clear all the data on the card.

1 Open **Settings**.

2 Touch **Advanced settings** > **Security**. Select **Set SD card password** and follow the onscreen instructions to set a password.

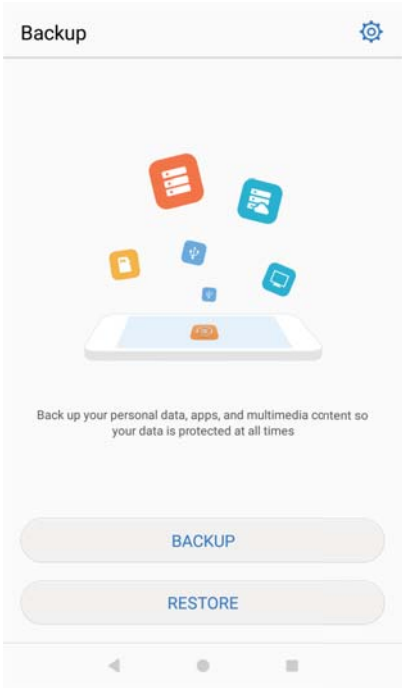
Once you have set your password, the following two options will appear in place of **Set SD card password**:

- Touch **Change SD card password** to change the password.
- Touch **Clear SD card password** to remove the microSD card password and disable encryption.

Backing up and restoring data

Backing up data to a microSD card

Back up data on your old phone to a microSD card, and then insert the microSD card into your new phone to import your data.



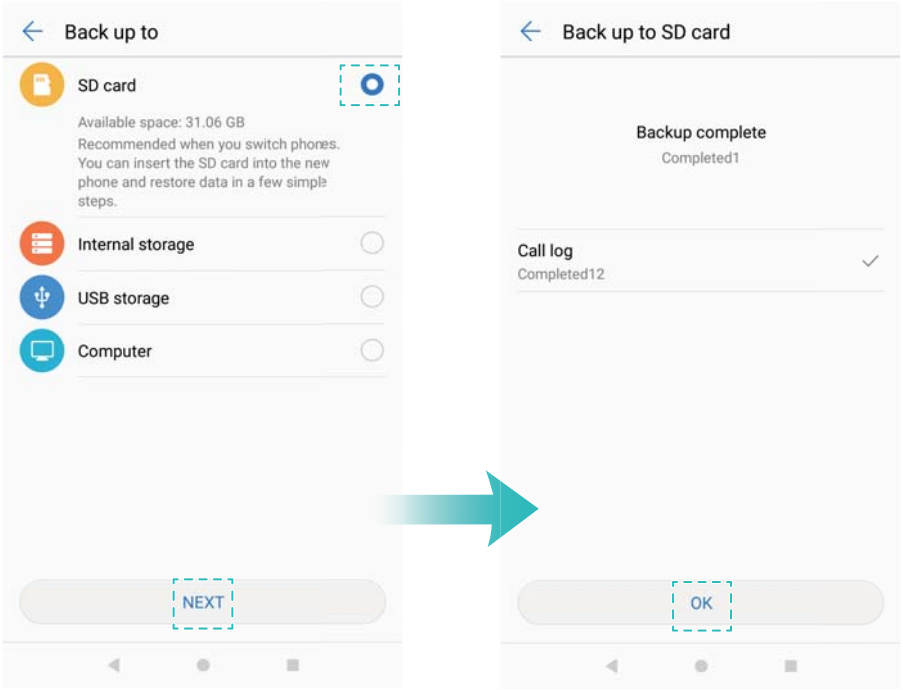
For more information on inserting or removing microSD cards, see Inserting a SIM card and microSD card.

1 Open **Backup** on your old phone.

2 Select **Backup** > **SD card** > **Next**.

3 Select the data you want to back up and touch **Back up**. When prompted, enter a backup password. No backup password is required for photos, audio files, videos, or documents.

- Set a password reminder to help you remember your password and prevent you from losing access to your files.
- By default, backup files are saved to the **HuaweiBackup** folder in **Files**.



4 Insert the microSD card into your new phone.

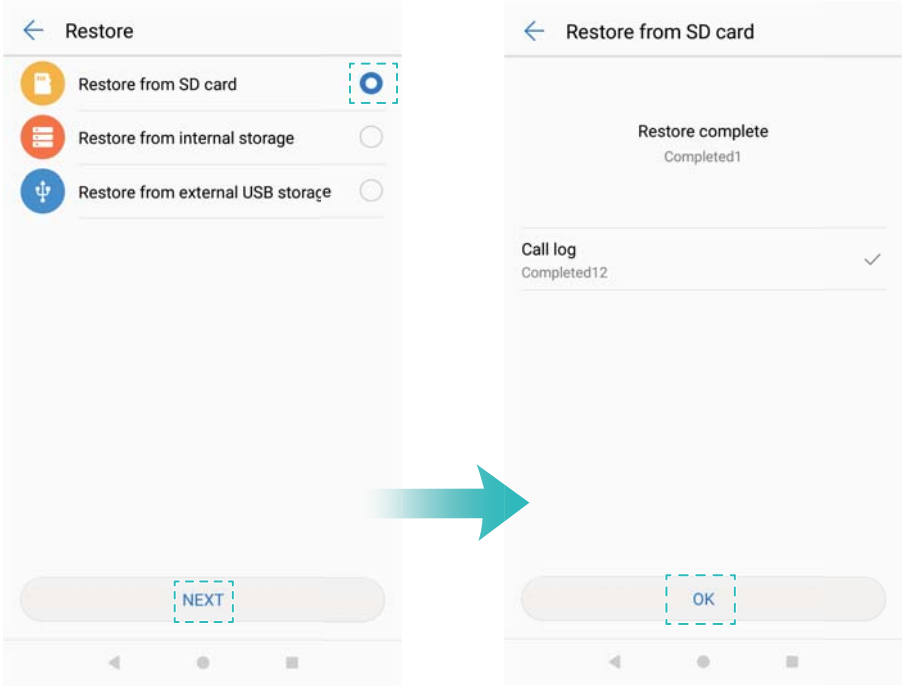
5 Open **Backup**.

6 Touch **Restore** > **Restore from SD card** > **Next**.

7 Select the backup you want to restore.

If the backup data is encrypted, enter the encryption password when prompted.

8 Select the data you want to restore and touch **START RESTORATION**.



Backing up data to your phone's internal storage

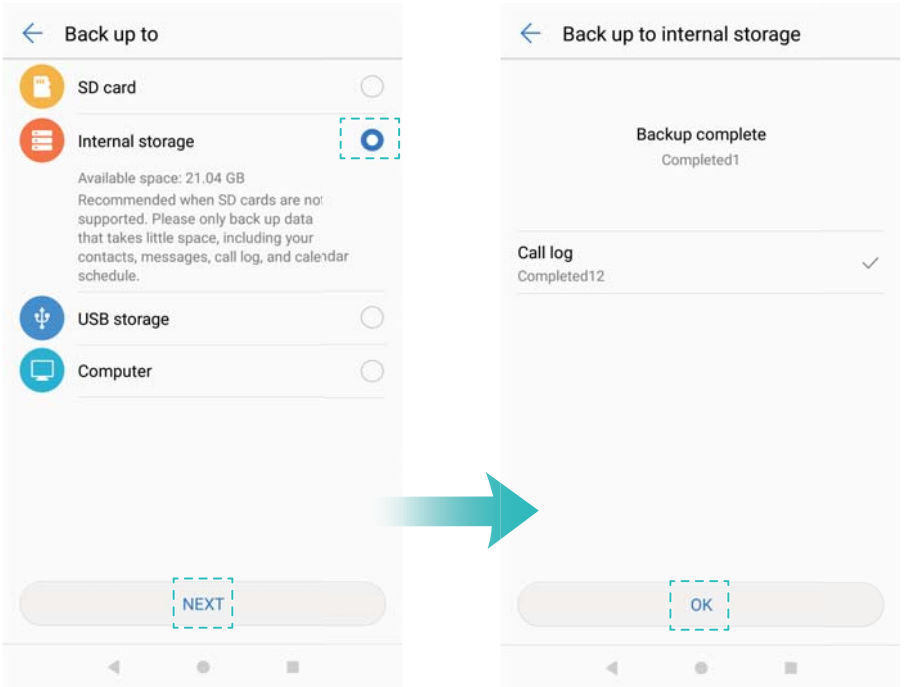
Back up data to your phone's internal storage to avoid losing your files. Only back up smaller files, such as your contacts, messages, call logs, and calendar.

1 Open **Backup**.

2 Touch **Backup** > **Internal storage** > **Next**.

3 Select the data you want to back up and touch **Back up**. When prompted, enter a backup password. No backup password is required for photos, audio files, videos, or documents.

- Set a password reminder to ensure you don't lose access to your files.
- By default, backup files are saved to the **HuaweiBackup** folder in **Files**.



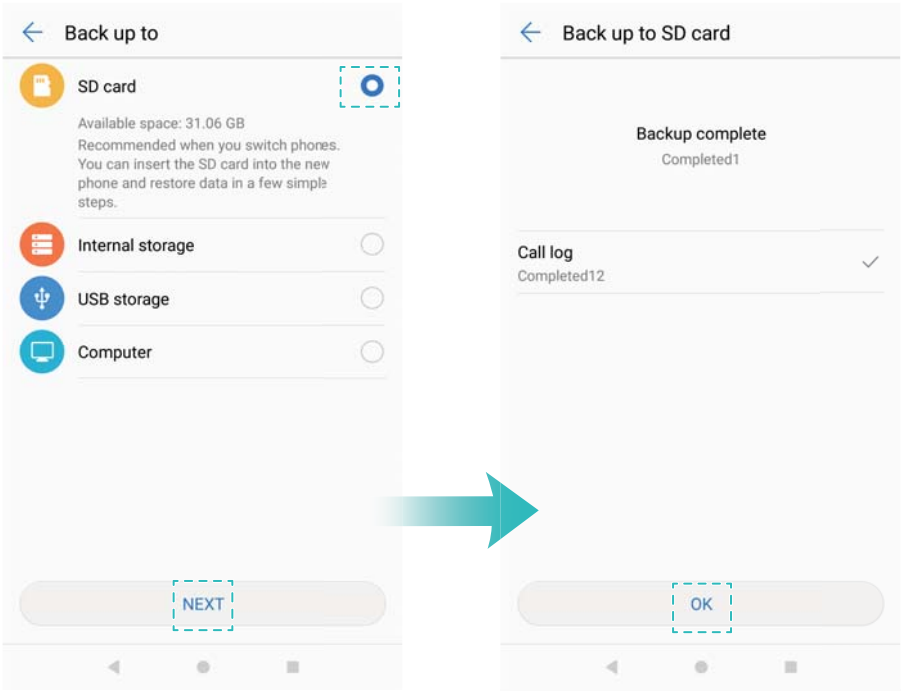
4 To restore data, open **Backup**.

5 Touch **Restore** > **Restore from internal storage** > **Next**.

6 Select the backup you want to restore.

If the backup data is encrypted, enter the encryption password when prompted.

7 Select the data you want to restore and touch **START RESTORATION**.



Backing up data to a USB storage device

Use a USB On-The-Go (OTG) cable to connect your phone to a USB storage device and back up your files. Compatible USB storage devices include USB flash drives, card readers, and phones with a microSD card.

1 Open **Backup**.

2 Touch **Backup** > **USB storage** > **Next**.

3 Select the data you want to back up and touch **Back up**. When prompted, enter a backup password. No backup password is required for photos, audio files, videos, or documents.

- Set a password reminder to help you remember your password and prevent you from losing access to your files.
- By default, backup data is saved to the **HuaweiBackup** folder on the USB storage device.

4 To restore data, open **Backup**.

5 Touch **Restore** > **Restore from external USB storage** > **Next**.

6 Select the backup you want to restore.

If the backup data is encrypted, enter the encryption password when prompted.

7 Select the data you want to restore and touch **START RESTORATION**.

Transferring data using a computer

Back up data to your computer to avoid losing your files.

Install HiSuite before using your computer to back up and restore data. For more information, see Installing HiSuite.

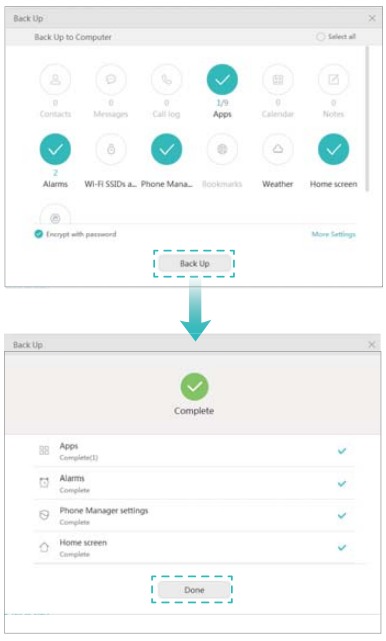
1 Connect your phone to a computer using a USB cable. HiSuite will launch automatically.

If your old phone is not a Huawei device, use manufacturer-provided software to back up data to your computer, and then proceed directly to step 4.

2 Go to the backup screen in HiSuite. Select the data that you want to back up and touch **Back Up**.

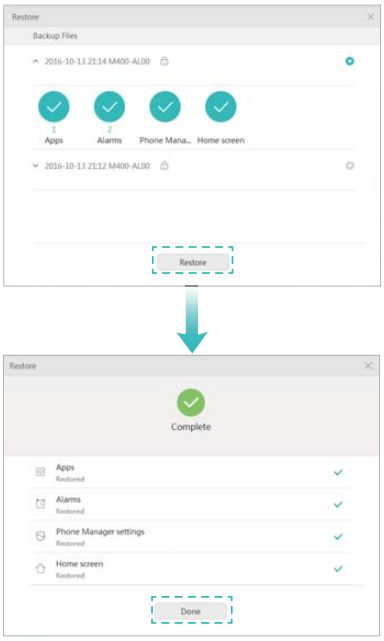
Follow the onscreen instructions to set a password reminder to help you remember your password and prevent you from losing access to your files.

3 Click **OK** once the backup is complete.



4 Use a USB cable to connect your new phone to the computer.

5 In HiSuite, select **Restore** to copy data to your new phone. If the backup files are encrypted, you will need to enter the encryption password when you are prompted to recover data.



File management

Creating folders

Keep your phone organized by creating folders for your files.

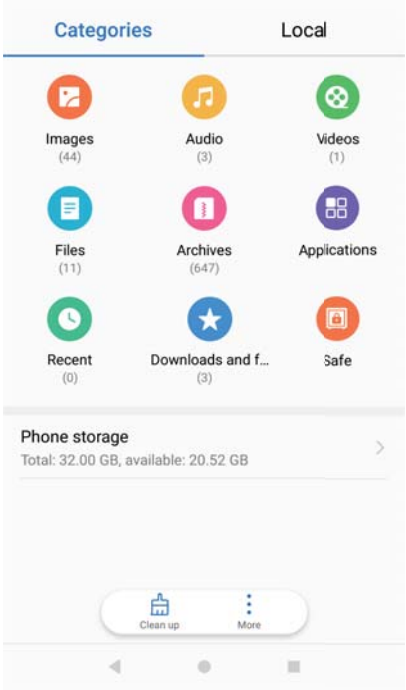
1 Open **Files**.

2 In the **Local** tab, touch **Internal storage** or **SD card**.

3 Touch + . Enter the name of the new folder and touch **Save**.

Viewing files

Viewing files by category



Open **Files**. Select the **"Categories"** tab to view your files by category.

Finding files quickly

Locate files quickly using the file search feature.

1 Open **Files**.

2 On the **Local** tab, touch **Internal storage** or **SD card**.

3 Touch and enter the file name or keywords. Search results will be displayed beneath the search bar.

Sorting files

Use the sort feature to arrange your files by type, name, size, or date.

1 Open **Files**.

2 On the **Local** tab, touch **Internal storage** or **SD card**.

3 Touch and then sort files by type, name, size, or date.

Viewing downloads

1 Open **Files**.

2 On the **"Categories"** tab, touch **Downloads and favorites** to view files you have downloaded or received from other devices.

Adding and viewing favorites

1 Open **Files**.

2 On the **Local** tab, touch **Internal storage** or **SD card**.

3 Touch and hold the file or folder you want to add and touch > **Add to favorites**.

4 On the **"Categories"** tab, touch **Downloads and favorites** to view favorites.

Creating file shortcuts on the home screen

Create a shortcut to frequently-used files on the home screen for easy access.

1. Open **Files**.
2. On the **Local** tab, touch **Internal storage** or **SD card**.
3. Touch and hold the file or folder you want to add and touch > **Create desktop shortcut**.

Sharing files

Use the file sharing feature to share files, photos, and videos.

1. Open **Files**.
2. On the **Local** tab, touch **Internal storage** or **SD card**.
3. Select the files you want to share and touch > **Share**.
4. Choose a sharing method and follow the onscreen instructions to share your files.

Renaming files

Give your files memorable names so that you can find them quickly.

1. Open **Files**.
2. On the **Local** tab, touch **Internal storage** or **SD card**.
3. Touch and hold the file or folder you want to rename and then touch > **Rename**.
4. Enter a new name and touch **OK**.

Copying, moving, or deleting files

1. Open **Files**.
2. On the **Local** tab, touch **Internal storage** or **SD card**.
3. Touch and hold the files and folders you want to copy, move, or delete. You can:
   - **Copy files to a destination folder**: Touch . Select a destination folder and touch .
   - **Move files to a destination folder**: Touch . Select a destination folder and touch .
   - **Delete files or folders**: Touch > **Delete**.

Creating or extracting archives

Compress files in a zip archive to free up space and share files more easily.

1. Open **Files**.
2. On the **Local** tab, touch **Internal storage** or **SD card**.
3. Touch and hold the file or folder you want to compress, and then touch > **Compress**.
4. Choose the archive destination. The selected files will be compressed into a zip file, which will be named automatically.

To extract an archive, touch and hold the archive file. Touch > **Extract to** and select where the contents of the archive should be extracted to.

Hiding small image files

When you browse your images in **Files**, you might also see some cached images from websites. You can prevent these images from being displayed as follows:

1 Open **Files**.

2 Touch > **Settings** and switch on **Filter small pictures** to hide files that are smaller than 30 KB. This should hide most cached images.

Storing files securely

Enable Safe, set a password, and move files into a safe to encrypt them. You can remove files from a safe at any time.

You can add images, audio files, videos, and documents to a safe.

1 Open **Files**.

2 In the **Local** or **"Categories"** tab, touch **Safe**.

3 Touch **"Enable"** and set the safe storage location.

4 Follow the onscreen instructions to set a password and security question, and then touch **"Done"** to open Safe.

5 Touch . Follow the onscreen instructions to select files, and then touch to add your files to the safe.

- **Remove files from a safe**: In Safe, open a folder and touch and hold the files you want to remove, and then touch .
- **Destroy a safe**: In Safe, touch **Settings** > **"Destroy safe"**. Follow the onscreen instructions to remove files from the safe and destroy it.
- **Change the safe password**: In Safe, touch **Settings** > **"Change password"**. Follow the onscreen instructions to change the password.
- **Change the safe password**: In Safe, touch **Settings** > **Change security question**. Follow the onscreen instructions to change the password.
- **Switch to another safe**: In Safe, touch **Settings** > **"Switch safe"**. Follow the onscreen instructions to select another safe.
- **View the storage location**: In Safe, touch **Settings** > **"Safe location"** to view the safe's storage location.

  Don't change the storage location folder, otherwise you may not be able to access your files.

Calls and Contacts

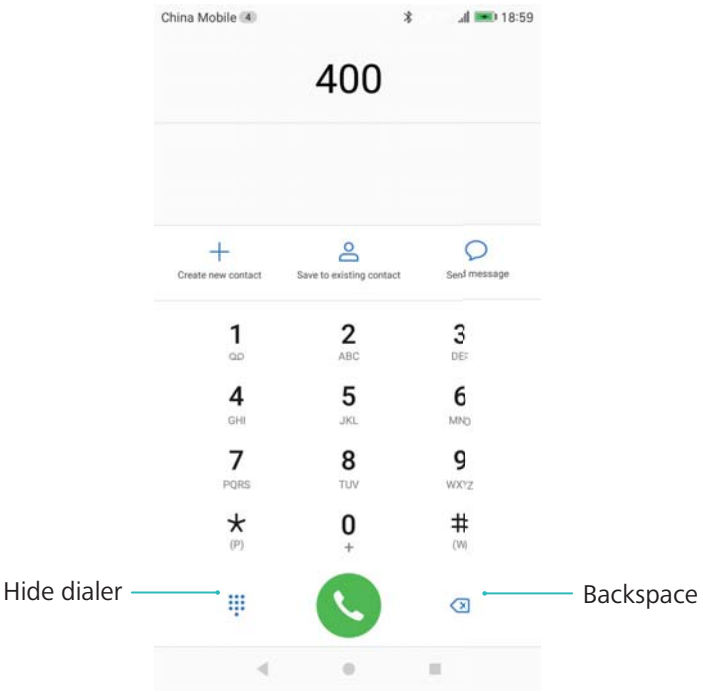
Making calls

Smart dialing

Enter the name, initials, or number of a contact in the dialer. Your phone will display matching contacts.

1 Open **Dialer**.

2 Enter the name, initials, or number of a contact in the dialer (for example, John Smith or JS). Your phone will search your contacts and call log and list the results above the dialer.



3 Select the contact you want to call from the list. If your phone has dual SIM support, touch or to make a call.

The call status will be displayed on the screen (for example, ringing or call forwarding).

4 Touch to end the call.

To end a call using the power button, go to **Dialer**, touch > **Settings**, and then switch on **Power button ends call**.

Making a call from Contacts

1 Open **Contacts**.

2 Touch the search bar and enter the name or initials of the person you want to call.

3 Touch the contact number. If your phone has dual SIM support, select or to initiate the call.

Making a call from the call log

1 Open **Dialer**.

2 Slide the list up and down to view all calls. Touch the name or number of the person that you want to call. If your phone has dual SIM support, select or to initiate the call.

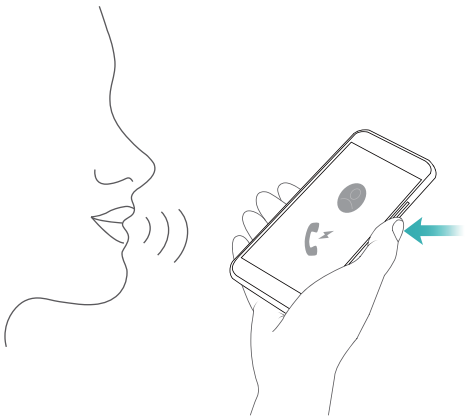
Calling contacts when the screen is off

Call people quickly when the screen is switched off.

1 Open **Dialer**.

2 Touch > **Settings** > **Quick calling** and switch on **Quick calling**.

Press and hold the volume down button for one second when the screen is off. When you hear the alert sound, release the volume down button and say the name of the contact you want to call. The phone will dial their number.



When using a Bluetooth headset, press and hold the talk/send key to enable quick calling.

Making video calls

Before making a video call, check that your phone and the recipient's phone support VoLTE and that you have both enabled this service with your carrier. Both you and the recipient must be in a location with VoLTE network coverage.

1 Open **Settings**.

2 Touch **More** > **Mobile network** and switch on **VoLTE calls**.

3 Open **Contacts**.

4 Touch the search bar and enter the name or initials of the person you want to call.

5 To initiate a video call, touch .

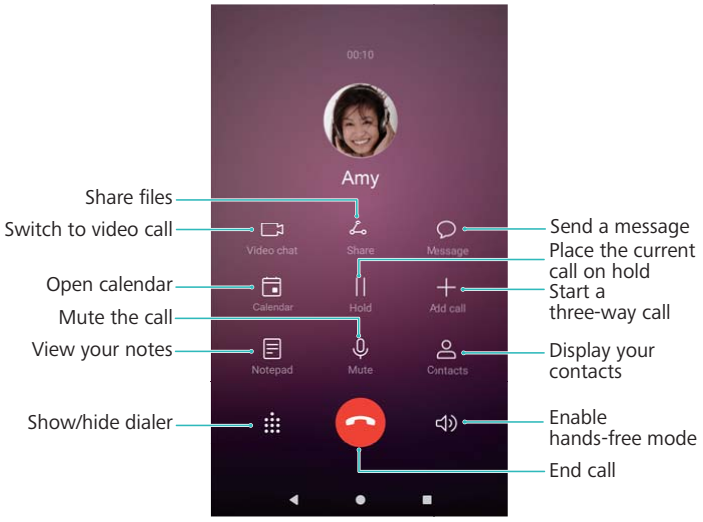
To switch to a video call during an audio call, touch .

Making RCS calls

RCS (Rich Communication Suite) provides a range of enhanced communication services including phonebook services, voice calls, instant messaging, and file sharing.

- Before making an RCS call, check that you and the recipient have enabled RCS and logged in to your RCS accounts.
- This feature may not be supported by all carriers.

During a call, you can choose to switch to a video call, send a message, and more.



Making an emergency call

In the event of an emergency, you can make emergency calls from your phone, even without a SIM card. However, you must be in an area with cellular coverage.

1 Open **Dialer**.

2 Enter the emergency number for your location in the dialer, and then touch .

If you are in an area with good cellular reception, your phone will automatically obtain your location and display it on the screen.

The ability to make emergency calls can depend on local regulations and carriers in your area. Poor network coverage or environmental interference may prevent your call from being connected. Never rely solely on your phone for essential communication during emergencies.

Making international calls

Before making a long-distance call, contact your carrier to activate an international calling or roaming service.

1 Open **Dialer**.

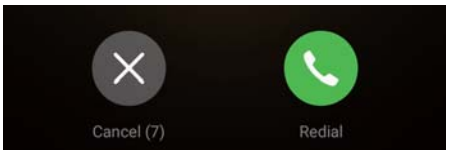
2 On the dialer screen, touch and hold the **0** key to enter a **+** symbol, and then enter the country code, area code, and phone number.

3 To touch to initiate the call. If your phone has dual SIM support, select or to initiate the call.

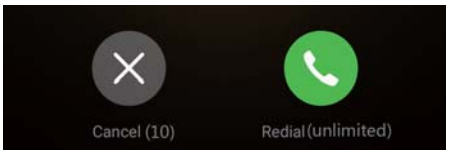
Auto redial

Use auto redial to keep redialing a contact's number until your call is connected.

- The first time a call does not connect (or is interrupted), your phone will display the single redial screen. Touch to redial the number once.



- If a call does not connect after the first redial attempt, your phone will display the infinite redial screen. Touch to redial the number until the call connects.



- Ensure you promptly touch . The redial screen will close if you don't redial within 10 seconds.
- Touch to cancel a redial attempt.

Making a call while roaming

Use Contacts to call a contact when you're overseas.

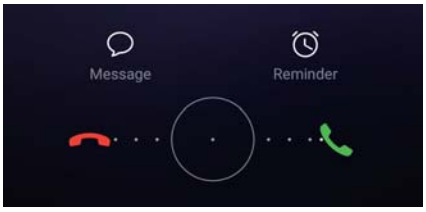
Open **Contacts**. To initiate a call, select the contact you want to call, and then touch the contact's number.

Answering calls

Answering or rejecting a call

When a call comes in, press the volume button to mute the ringtone.

If the screen is locked:



- Drag right to answer the call.
- Drag left to reject the call.
- Touch to reject the call and send an SMS.
- Touch to configure a callback reminder.

If the screen is unlocked:

- Touch to answer the call.
- Touch to reject the call.
- Touch to reject the call and send an SMS.
- Touch to configure a callback reminder.
- To use an app during a call, touch **Recent** to open the list of recently used apps. You can also swipe left or right on the front-facing fingerprint sensor, if it is available on your phone. Touch the desired app. The Dialer app will continue to run in the background.

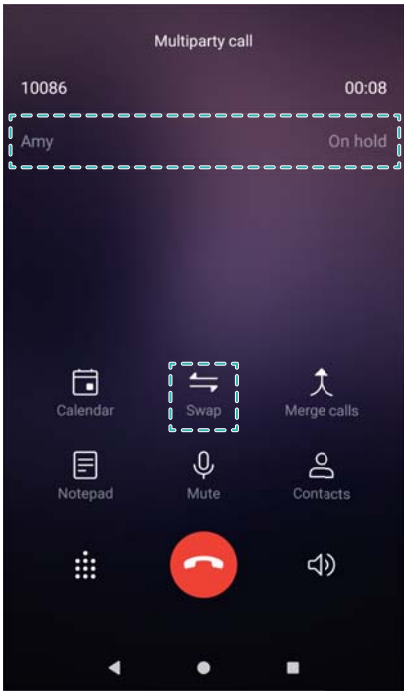
If you receive a call when you are entering text or using full-screen mode (for example, when you are viewing an image or playing a game), the incoming call will be displayed at the top of the screen in a floating window. Touch to answer the call or to decline the call.

Switching between calls

Ensure that you have turned on call waiting before using this feature. For details, contact your carrier.

1 If you receive an incoming call when in another call, touch . You can then answer the incoming call and hold the other line.

2 To switch between the two calls, touch or select the call that is on hold.



Making a conference call

Set up a conference call using the multi-party call feature. Call one contact's number (or receive a call), and then call another number to add it to the conference call.

Conference calling must be supported by your carrier. Please ensure you have activated this service. For details, contact your carrier.

1 Call the first participant.

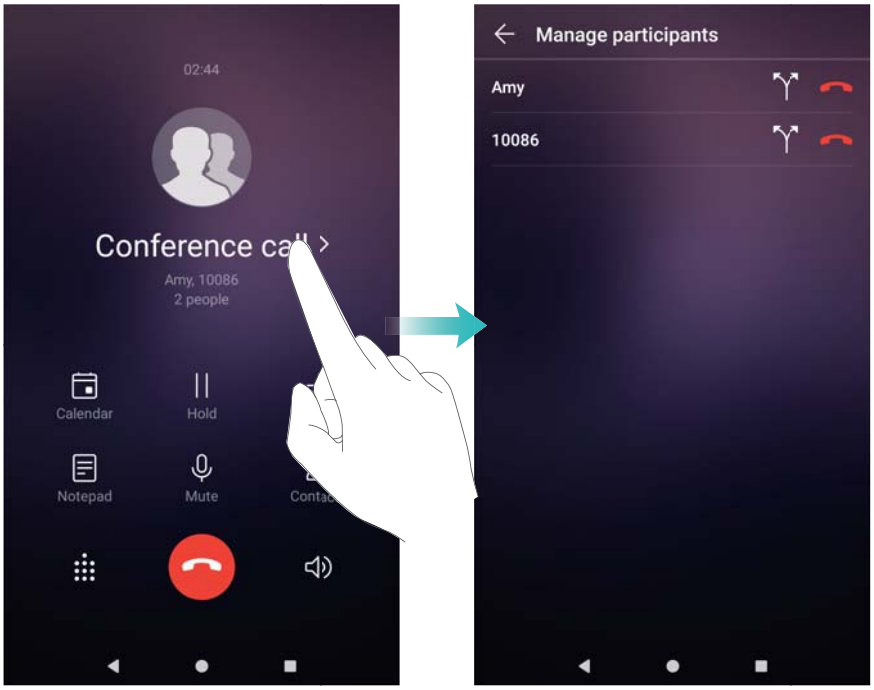
2 Once the call is connected, touch +, and then dial the second participant's number. The first participant will be placed on hold.

3 When the second call is connected, touch to start a conference call.

4 Repeat steps 2 and 3 to add more people to the conference.

5 During a call, touch > to view the list of participants. You can:

- Touch next to a contact to remove the contact from the call.
- Touch next to a contact to remove the contact from the conference call and keep them in a separate call.
- Touch ← to return to the main call screen.

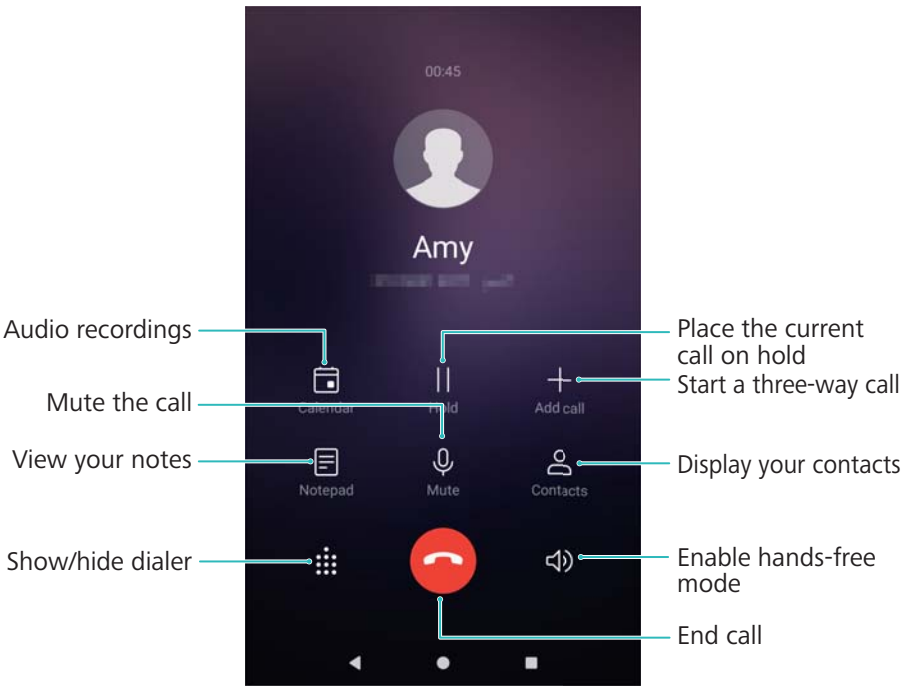


6 Touch to end the conference call.

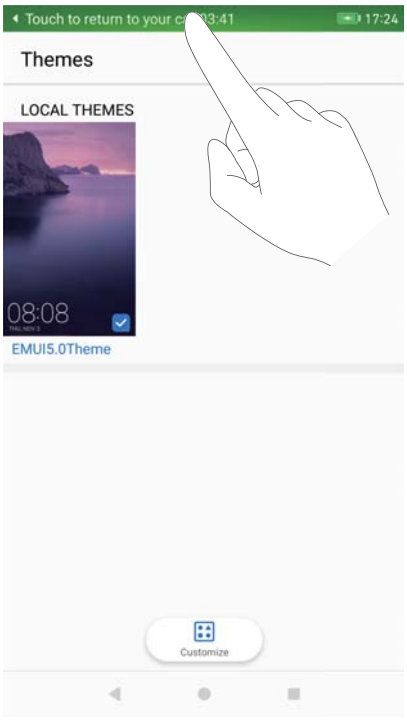
In-call options

Do not cover the microphone during a call.

During a call, your phone will display an in-call menu.



- **Hide the in-call menu**: Touch **Home** or **Back**. You can also touch the front-facing fingerprint sensor, if it is available on your phone. Touch the green status bar at the top of the screen to return to the in-call menu.



- **Start a three-way call**: Contact your carrier to find out how to use this feature.
- **Adjust the volume**: Press the volume up button to increase the volume, or the volume down button to decrease the volume.

Managing call logs

Viewing missed calls

1 Open **Dialer**.

2 To display all missed calls, swipe down in the call log and touch the **Missed** tab.

You can also view missed calls in the **All** tab. Missed calls are marked in red.

3 Touch ⓘ next to a call log to return the call, send a message, and more.

Managing unknown numbers in the call log

1 Open **Dialer**.

2 Touch **Unknown**.

3 Select a number and touch ⓘ. You can:

- **Add the number to your contacts**: Touch + to create a new contact, or touch to add the number to an existing contact.
- **Add the number to the blacklist**: Touch ⋮ > **Add to blacklist**.
- **Share the number**: Touch ⋮ > **"Send number"** to send the number as a text message.

Merging call logs

Merge call logs belonging to the same contact or number to keep your call log organized.

1 Open **Dialer**.

2 Touch > **Settings** > **Merge call log**.

3 Touch **By contact**. Your phone will automatically merge call logs belonging to the same contact or number. Touch next to a call log to view detailed call log information.

Clearing the call log

Open **Dialer**. You can clear the call log in two ways:

- **Delete one entry**: Touch and hold a log entry, and then touch **Delete entry**.
- **Delete multiple entries**: Touch . Select the entries you want to delete, and then touch .

Backing up the call log

1 Open **Backup**.

2 Touch **Backup** > **SD card** or **Internal storage** to back up the call log to a microSD card or your phone's internal storage.

3 Select **Call log** and touch **Back up**.

4 Follow the onscreen instructions to configure a password.

Call settings

Configuring dialpad touch tones

1 Open **Dialer**.

2 Touch > **Settings** > **Dialer touch tones** and configure the touch tone settings.

The preset touch tone will be played when you touch the dialer. If your phone is in silent mode, touch tones will be muted.

Enabling call forwarding

If you are unavailable to take a call, you can configure your phone to forward calls to another number.

1 Open **Dialer**.

2 Touch > **Settings**.

3 Under **SIM 1** or **SIM 2**, select **Call forwarding**.

4 Select a forwarding method. Enter the destination number and touch **ENABLE**.

When call forwarding is enabled, your phone will forward certain calls (such as unanswered calls) to the number you specified.

Enabling call waiting

Call waiting allows you to take an incoming call when you are already in a call and switch between the two conversations.

You may need to contact your carrier to enable this feature.

1 Open **Dialer**.

2 Touch > **Settings**.

3 Under **SIM 1** or **SIM 2**, select **Additional settings** and switch on **Call waiting**.

When you receive an incoming call while already in a call, touch to answer the new call, and to switch between the two calls.

Enabling VoWi-Fi

Enable VoWi-Fi (Voice over Wi-Fi) to make calls over a mobile data or Wi-Fi network.

This feature may not be supported by all carriers.

1 Open **Dialer**.

2 Touch > **Settings** > **Wi-Fi calling**.

3 Switch on **Wi-Fi calling** and select **Turn on**.

4 Touch **Mode**. You can choose from three different priority modes for outgoing calls:

- **Wi-Fi preferred**: Wi-Fi takes priority.

Enabling pocket mode

Enable pocket mode to make sure you don't miss calls when your phone is in your pocket. The ringtone volume will gradually increase when you receive a call.

1 Open **Dialer**.

2 Touch > **Settings**.

3 Switch on **Pocket mode**.

When pocket mode is enabled, the ringtone volume will gradually increase when you receive a call and your phone is in your pocket or bag.

Enabling fixed dialing numbers

Use fixed dialing numbers to restrict outgoing calls to whitelisted numbers.

Your PIN2 code is required to enable fixed dialing numbers. To obtain your PIN2 code, contact your carrier.

1 Open **Dialer**.

2 Touch > **Settings** > **Additional settings** > **Fixed Dialing Numbers**. If your phone has dual SIM support, touch **Additional settings** > **Fixed Dialing Numbers** under **SIM 1** or **SIM 2**.

3 To enable fixed dialing numbers, touch **Enable FDN**, enter your PIN2 code, and then touch **OK**.

You will be prompted to enter the PUK2 code after three incorrect attempts to enter your PIN2 code. To obtain the PUK2 code, contact your carrier.

4 To add a contact, touch .

After enabling fixed dialing numbers, you will only be able to make calls to whitelisted numbers.

Rejecting calls with a text message

Send a predefined text message when you're not available to take a call.

1 Open **Dialer**.

2 Touch > **Settings** > **Reject calls with SMS**.

3 Touch a predefined text message to edit the message content. Once you have finished, touch **OK** to save the message.

When you are unavailable to take an incoming call, touch and select a predefined message to send to the caller.

Configuring the harassment filter

The harassment filter automatically blocks calls and messages from unknown or blacklisted numbers.

1 Open **Dialer**.

2 Touch > **Harassment filter**.

3 Touch to configure the harassment filter settings and the blacklist.

You can also configure the harassment filter settings and the blacklist in **Phone Manager** > **Blocklist** > .

Configuring the call ringtone

Choose from a selection of system ringtones or pick a song from your music library.

1 Open **Dialer**.

2 Go to > **Settings** > **Phone ringtone**. Choose a system ringtone or select a song from your music library.

Alternatively, go to **Settings** > **Sound**, touch **Call ringtone & vibration**, and then configure the ringtone settings.

Configuring voicemail

Divert calls to your voicemail when your phone is switched off or when there is no cellular coverage. Callers can leave a voice message which you can listen to later.

Voicemail must be supported by your carrier. Please ensure that you have subscribed to this service. Contact your carrier for information about their voicemail service.

1 Open **Dialer**.

2 Touch > **Settings**.

3 Touch **Additional settings**. If your phone has dual SIM support, touch **SIM 1** or **SIM 2**, and then touch **Additional settings**.

4 Touch **Voicemail** > **Voicemail number** and enter your voicemail number.

Configuring TTY mode

Connect your phone to a TTY (teletypewriter) device and enable TTY mode to send and receive written messages during a call. A TTY is a special device that enables hearing and speech-impaired users to communicate over the phone.

- Before enabling TTY mode, use a suitable cable to connect a TTY device to your phone's headphone socket.
- This feature may not be supported by all carriers.

1 Open **Dialer**.

2 Touch ⋮ > **Settings** > **TTY mode**. There are four options:

- **TTY Full**: Text-only communication on both sides of the phone call.
- **TTY HCO**: Hear a voice read the incoming text and type the outgoing text.
- **TTY VCO**: Speak the outgoing text and receive a text message back.
- **TTY Off**: Standard voice communication on both sides of the phone call.

Creating a contact card

Create a contact card to quickly share your contact information. You can share your contact information by scanning the QR code or by sending the contact card using an instant messaging service such as WhatsApp.

1 Open **Contacts**.

2 Touch **Me**.

3 Set your profile picture. Enter your name, company, telephone number and other contact information, and then touch ✓. Your phone will automatically create a contact card with a QR code.

Share your contact card: Touch ⋖. Select the card format and sharing method, and then follow the onscreen instructions.

Creating a new contact

Creating a contact

1 Open **Contacts**.

2 Touch + . Touch **Create a new contact** if you are creating a contact for the first time.

3 In the options menu, select a location to save the contact.

The number of contacts you can store on your phone depends on the size of your phone's internal storage. The number of SIM card contacts varies depending on your SIM card's storage capacity.

4 Touch the contact's profile picture to choose a photo. Enter the contact's name, company, phone number and other contact information, and then touch ✓.

- If you add the contact's birthday, your phone will automatically create a birthday reminder in **Calendar**.
- The contact's photo will be displayed when the contact calls you. Other contact information such as company name and job title will also be displayed.

You can also add phone numbers, email addresses, and other contact information in **Call log**, **Messaging**, or **Email** to your contacts.

Quickly adding contact details

Enter contact information on your phone more rapidly. Simply scan or take pictures of business cards to automatically add names, phone numbers, and other information to your contacts.

1 Open **Contacts**.

2 Touch **Business cards** > **Scan**.

3 You can:

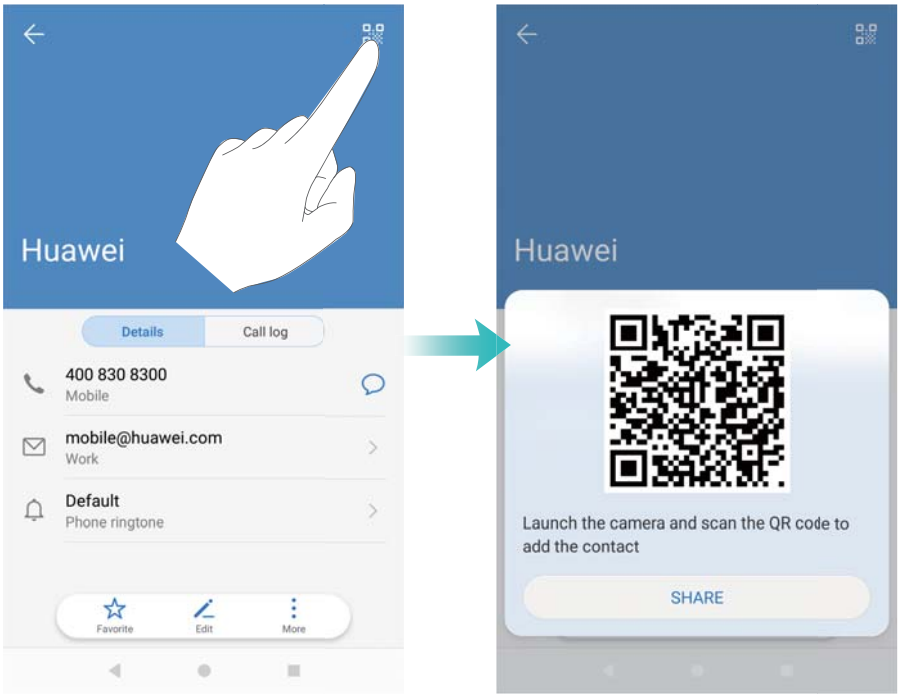
- **Take a photo of one card**: Place the business card on a flat surface. Adjust the viewfinder frame so that the card fits the guidelines, and then touch ◉.

- **Take a photo of multiple cards**: Switch to **Burst** mode and follow the onscreen instructions.

After you have finished scanning or taking photos, contact information will automatically be saved to **Business cards**.

Sharing your QR code

Share your QR code with your friends so that they can add you to their contacts quickly. On the contact details screen, touch the QR code at the top of the screen to display your personal QR code.



Importing and exporting contacts

Importing contacts from a storage device

1 Open **Contacts**.

2 Touch > **Import/Export** > **Import from storage**.

3 Select one or more **.vcf** files, and then touch **OK**.

Exporting contacts to a storage device

1 Open **Contacts**.

2 Touch > **Import/Export** > **Export to storage**.

3 Touch **Export**.

4 Choose where you want to export the contacts from and touch **OK**.

By default, the exported **.vcf** file is saved to the root directory of your phone's internal storage. Open **Files** to view the exported file.

Importing contacts from a SIM card

1 Open **Contacts**.

2 Touch > **Import/Export** > **Import from SIM**. If your phone has dual SIM support, touch > **Import/Export** > **Import from SIM 1** or **Import from SIM 2**.

3 Select the contacts you want to import and touch .

4 Choose the import location. Your phone will automatically import the contacts.

Exporting contacts to a SIM card

1 Open **Contacts**.

2 Touch > **Import/Export** > **Export to SIM**. If your phone has dual SIM support, touch > **Import/Export** > **Export to SIM 1** or **Export to SIM 2**.

3 Select the contacts you want to export and touch .

4 Touch **Continue**.

Importing contacts using Bluetooth

1 Open **Contacts**.

2 Touch > **Import/Export** > **Import from another phone**.

3 Select **Supports Bluetooth** and touch **Next**.

4 Enable Bluetooth on the device from which you want to import contacts, and then set the device to be visible to other Bluetooth devices.

5 Touch **Next**. Your phone will automatically turn on Bluetooth and search for nearby devices.

6 Touch the Bluetooth device from which you want to import contacts. Once connected, your phone will automatically import contacts from the other Bluetooth device.

Importing contacts using Wi-Fi Direct

Use Wi-Fi Direct to import contacts from another Huawei device.

1 Open **Contacts**.

2 Touch > **Import/Export** > **Import from another phone**.

3 Select **Import via Wi-Fi Direct** and touch **Next**. Your phone will prompt you to enable Wi-Fi and scan for Wi-Fi Direct devices.

4 Select a Wi-Fi Direct device. Your phone will automatically import contacts from the device.

Using the Huawei Backup app to import contacts

1 Open **Backup**.

2 Touch **Restore** > **Restore from internal storage** and select **Next**.

3 Select the backup you want to restore.

If the backup data is encrypted, enter the encryption password when prompted.

4 Select **Contacts** and touch **Start restoration**.

Using the Huawei Backup app to back up your contacts

1 Open **Backup**.

2 Go to **Backup** > **Internal storage**, and then touch **Next**.

3 Select **Contacts**. Touch **Back up** and follow the onscreen instructions to set a password.

By default, backup data is saved to the **HuaweiBackup** folder in **Files**.

Managing contacts

Editing a contact

After creating a contact, you can edit their contact information at any time. This includes adding or deleting default information such as phone numbers or email addresses. You can also choose a custom ringtone and add a birthday, nickname, or photo.

Contact photos cannot be added for contacts stored on your SIM card.

1 Open **Contacts**.

2 Touch and hold the contact you want to edit, and then touch **Edit**.

3 Touch the contact's portrait to choose another image. Update the contact's information, and then touch ✓.

Add multiple numbers for one contact: Select a contact from the contact list and touch **Edit** > **Add phone number**.

Merging duplicate contacts

When you add contacts to your phone from different sources, you may end up with duplicate entries. These duplicate entries can be merged into one to help keep your contacts organized.

1 Open **Contacts**.

2 Touch ⋮ > **Organize contacts** > **Merge duplicate contacts**.

3 Select the contacts you want to merge and touch ✓.

Deleting contacts

1 Open **Contacts**.

2 Touch ⋮ > **Organize contacts** > **Delete contacts by batch**.

3 Select the contacts you want to delete, and then touch 🗑.

4 Touch **Delete**.

Alternatively, touch and hold a contact until a popup menu appears. From here, select **Delete** to delete the contact.

Deleting contact history

Delete call records and text messages by contact to protect your privacy.

1 Open **Contacts**.

2 Select a contact and touch ⋮ > **Erase trace** > **Erase**.

Your phone will delete all call records and text messages for the selected contact.

Adding contacts to the blacklist

1 Open **Contacts**.

2 Touch and hold the contact that you want to add to the blacklist, and then touch **Add to blacklist**.

Your phone will automatically block incoming calls and messages from blacklisted contacts.

View blacklisted contacts: Open **Phone Manager** and touch **Blocklist** > ⚙. Touch **Numbers blacklist** to view blacklisted contacts.

Remove contacts from the blacklist: Open **Contacts**. Touch and hold the contact that you want to remove from the blacklist, and then touch **Remove from blacklist**.

Identifying contacts with incomplete information

1 Open **Contacts**.

2 Touch ⋮ > **Organize contacts** > **Contacts with incomplete info**.

3 Your phone will display a list of contacts with incomplete information. You can then choose to add missing information or delete unwanted contacts.

Viewing contacts from different accounts

1 Open **Contacts**.

2 Touch ⋮ > **Display preferences**.

3 Select the account you want to display, or customize the display options.

- **Hide contact photos, company information, and job title**: Touch ⋮ > **Display preferences** on the contacts screen and switch on **Simple layout**.
- **View storage information**: Touch ⋮ > **Display preferences** on the contacts screen. Go to **Accounts** to view the available and total storage space on your phone or SIM card.

Searching for contacts

Search contacts stored on the phone, SIM card, or linked to an online account.

Finding contacts

1 Open **Contacts**.

For more complete search results, ensure that Contacts is configured to display all of your contacts. On the contacts screen, touch > **Display preferences** and select **All contacts**.

2 On the contact list, use one of the following methods to find a contact:

- Swipe the contact list up or down.
- Slide your finger up or down the index on the right-hand side of the screen to scroll through your contacts.
- Enter the contact name, initials, phone number, email address, or other information in the search bar at the top of the contact list. Search results will be displayed underneath.

3 Select a contact. You can call them, send a text message, or edit their contact information.

If an error message is displayed or you are unable to search for a contact, touch > **Organize contacts** and select **Rebuild index data**.

Searching for a contact from the home screen

1 Swipe down on the home screen to display the search bar.

2 Enter one or more keywords (such as the contact's name or email address). The search results will be displayed beneath the search bar.

3 Select a contact. You can then choose to call them, send them a text message, or edit their contact information.

Sharing contacts

Share a contact's vCard

1 Open **Contacts**.

2 Touch > **Import/Export** > **Share contact**.

3 Select the contacts you want to share, or touch **"Select all"** to select all contacts, and then touch **Share contact**.

4 Choose your sharing method and follow the onscreen instructions.

Share a contact's QR code

1 Open **Contacts**

2 Select the contact you want to share. Touch the QR code and select **Share**.

3 Choose your sharing method and follow the onscreen instructions.

If the other device has a camera that can scan QR codes, you can also share a contact by scanning the contact's QR code.

Adding a contact to your favorites

Add frequently-contacted people to your favorites to make them easier to find.

1 Open **Contacts**.

2 Touch and hold the contact you want to add to your favorites, and then touch **Add to favorites**.

- When viewing contact details, touch ☆ to add the contact to your favorites.
- **Edit your favorites**: Touch **Edit** on the favorites screen. Drag ☰ next to a contact to adjust the position of the contact in your favorites list.
- **Remove contacts from your favorites**: Touch **Edit** on the favorites screen. Select the contacts that you want to remove from your favorites, and then touch **Remove**.

Changing contact photos

Contact photos cannot be added for contacts stored on your SIM card.

1 Open **Contacts**.

2 Touch and hold the contact you want to edit, and then touch **Edit**.

3 Touch the contact's photo. You can choose to select a photo from Gallery or take a photo with the camera.

4 Touch ✓.

The contact's photo will be displayed when you receive a call from them.

Viewing call records for individual contacts

1 Open **Contacts**.

2 Select the desired contact and touch **Call log**.

3 Swipe up on the list to view all entries. You can:

- **Call the contact**: Touch an entry to call the contact.
- **Delete an entry**: Touch 🗑.
- **Edit an entry**: Touch and hold the entry that you want to edit.

Assigning a ringtone to a contact

Assign a unique ringtone to frequently used contacts so that you can easily tell who is contacting you.

1 Open **Contacts**.

2 Select the desired contact and touch **Phone ringtone**.

3 Select the desired ringtone or music file, and then touch ✓.

Contact groups

Creating a group

1 Open **Contacts**.

2 Touch **Groups** and select +.

3 Enter the group name (for example, Family or Friends) and touch **OK**.

4 Touch +. Select the contacts you want to add to the group and touch ✓.

Using smart groups

Use smart groups to automatically group contacts by company, location, or contact frequency.

1 Open **Contacts**.

2 Touch **Groups**.

3 Under **Smart groups**, open a group, and then touch to send a group message or to send a group email.

Editing a group

Add or remove people from a group, or change the group name.

1 Open **Contacts**.

2 Touch **Groups** and select the group you want to edit.

3 Touch + and add new members to the group.

4 Touch ⋮. There are three options:

- Touch **Remove members** to remove members from the group.
- Touch **Delete group** to delete the group.
- Touch **Rename** to edit the group name.

Sending a group text message or email

1 Open **Contacts**.

2 Touch **Groups** and select which group you want to send a message or email to.

3 Touch to send a message or to send an email.

Deleting a group

1 Open **Contacts**.

2 Touch **Groups**.

3 Touch and hold the group you want to delete, and then touch **Delete**.

4 Touch **Delete**.

Deleting a group will not remove the contacts in the group from your phone.

Messaging and Email

Sending a message

You can add a range of different content to messages, such as emoticons, images, and recordings.

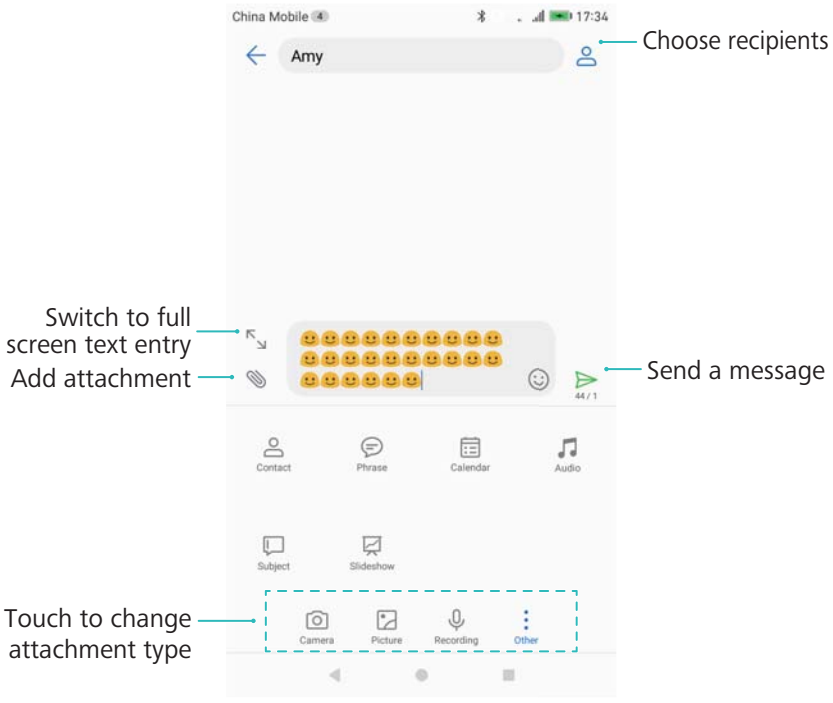
1 Open **Messaging**.

2 In the list of message threads, touch .

3 Select the recipient box and enter the contact name or phone number. You can also touch to open your contact list and choose a contact or contact group.

4 Select the text field to begin composing your message. If you enter more than two lines of text, touch to switch to full screen mode.

- Touch to add an attachment to your message.
- Touch **Back** to save the message as a draft. You can also touch the front-facing fingerprint sensor, if it is available on your phone.



5 Touch . If your phone has dual SIM support, touch or .

Cancel a message: You can cancel a message up to six seconds after it was sent. Touch > **Settings** and switch on **Cancel send**. To cancel sending, double touch the message.

Replying to a message

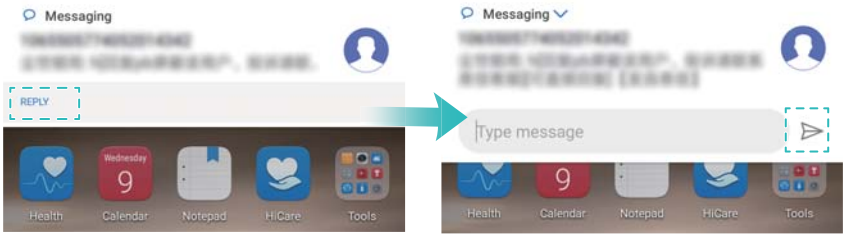
1 Open **Messaging**.

2 Touch a message to view the message content. Your phone will automatically highlight phone numbers, web addresses, email addresses, times, and other information. Touch highlighted information to access a range of shortcuts. You can also:

- **Save message attachments**: Touch the attachment that you want to save and touch .
- **Call the sender**: Touch at the top of the message.
- **Add the caller's number to your contacts**: Touch > **Create new contact** or **Save to existing contact** at the top of the message.

3 To send a reply, select the text field and enter your message, and then touch . If your phone has dual SIM support, touch or .

Quickly reply to message: New messages will be displayed in the notification bar. Touch the button to compose a reply.



Using RCS instant messaging

- Before using RCS instant messaging, check that you and the recipient have enabled RCS and logged in to your RCS accounts.
- This feature may not be supported by all carriers.

1 Open **Messaging**.

2 In the list of message threads, touch .

3 Touch to open your contact list and choose an RCS contact.

Start a group chat: Touch > **Group chat** to add RCS contacts.

4 You can send text or attachments.

Searching for messages

You can search for messages in two ways:

- In the list of message threads, touch the search bar at the top of the screen and enter one or more keywords. The results will be displayed beneath the search bar.
- Swipe down on the home screen to display the search bar. Touch the search bar and enter one or more keywords. The results will be displayed beneath the search bar.

Deleting message threads

Delete unwanted or old threads to tidy up your message list.

You can delete a message thread in two ways:

Deleted threads cannot be retrieved, so please proceed with caution.

- To delete a single thread, swipe left on the thread that you want to delete and touch .
- To delete multiple threads, touch and hold one of the threads that you want to delete. Select the other threads and touch > **Delete**.

Managing messages

Delete unwanted messages, forward messages to other contacts, copy and paste message content, and lock messages or add them to your favorites to prevent them from being deleted by accident.

1. Open **Messaging**.
2. In the list of message threads, touch a contact name or phone number to view your conversations.
3. Touch and hold a message, and then follow the onscreen instructions to forward, archive, lock, or share the message.

Returning to the top of the message list

If you have a long list of messages, use a shortcut to return to the top of list without swiping the screen.

1. Open **Messaging**.
2. In the list of message threads, double touch the bar at the top of the screen. Your phone will automatically return to the top of the list or display unread messages.

Pinning messages to the top of the list

Pin important messages to the top of your message list so that you can access them quickly.

1 Open **Messaging**.

2 In the list of message threads, touch and hold the message that you want to pin to the top.

3 Select the desired message and touch . Pinned messages will be displayed below text message alerts.

Marking messages as read

Mark unwanted messages as read to keep your inbox organized.

Open **Messaging**. In the list of message threads, you can:

- **Mark all messages as read**: Touch > **Mark all as read**.
- **Mark a message as read**: Swipe left on the message that you want to mark as read, and then touch .

Blocking spam messages

1 Open **Messaging**.

2 In the list of message threads, touch > **Harassment filter**.

3 Touch to configure the harassment filter settings and the blacklist.

Alternatively, open **Phone Manager** and touch **Blocklist** > .

Adding a message signature

Add a message signature to save you time when sending messages.

1 Open **Messaging**.

2 Touch > **Settings** > **Advanced** > **Signature** in the list of message threads, and then switch on **Attach signature**.

3 Touch **Edit signature**. Enter your signature and select **OK**.

Configuring the message ringtone

1 Open **Messaging**.

2 In the list of message threads, touch > **Settings** > **Ringtones and vibration**.

3 Touch **Notification tone**. If your phone has dual SIM support, select **SIM 1 vibrate** or **SIM 2 vibrate**. You can then choose a system ringtone or music file.

Identifying malicious URLs in text messages

Set your phone to automatically identify malicious URLs to protect your personal data and financial information.

Ensure that your phone is connected to the Intenet before enabling this feature.

1 Open **Messaging**.

2 In the list of message threads, open > **Settings**.

3 Switch on **Malicious website identification**.

Receiving delivery reports

Enable delivery reports to receive confirmation when text messages are delivered to the recipient.

Some carriers may not support this feature.

1 Open **Messaging**.

2 In the list of message threads, open > **Settings** > **Delivery reports**.

3 Select **Text message** and **Multimedia message**, and then touch **OK**.

A delivery report will be displayed when your message has been successfully delivered. If the recipient's phone is powered off or their number is out of service, a message will be displayed indicating that the message failed to send.

Adding an email account

If you don't know your account settings, please consult your email service provider.

Adding a personal email account

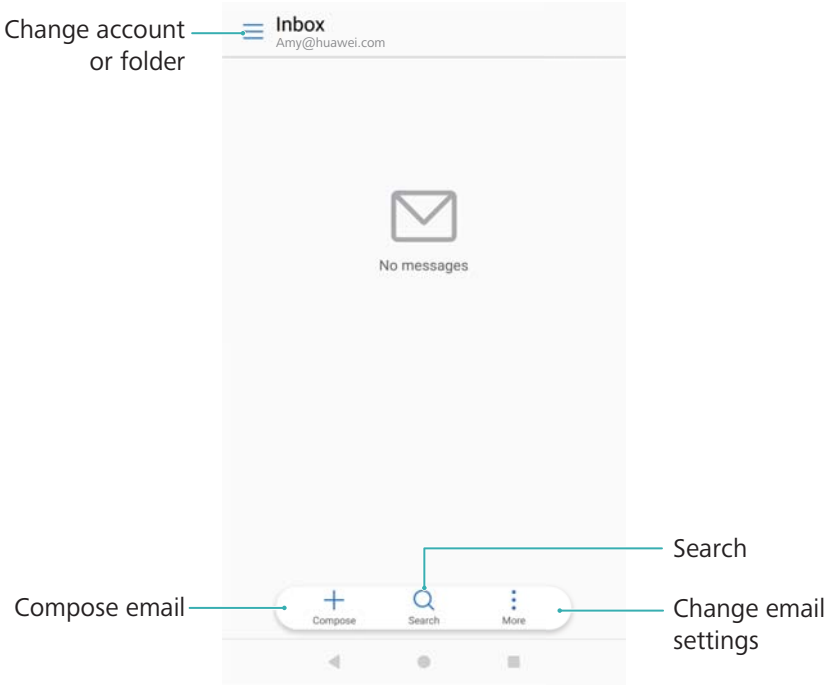
1 Open **Email**.

2 Choose an email service provider or touch **Others**.

3 Enter you email address and password, and then touch **Sign in**.

4 Follow the onscreen instructions to configure your account. The system will automatically connect to the server and check your settings.

Your **Inbox** will be displayed once the account has been set up.



Adding an Exchange account

Microsoft Exchange is a corporate email management solution. Some email service providers also provide individual and family Exchange accounts.

1 Open **Email**.

2 Touch **Exchange**.

3 Enter your email address, user name, and password. Touch **Next**.

4 Follow the onscreen instructions to configure your account. The system will automatically connect to the server and verify your settings.

Your **Inbox** will be displayed once the account has been set up.

Sending emails

1 Open **Email**.

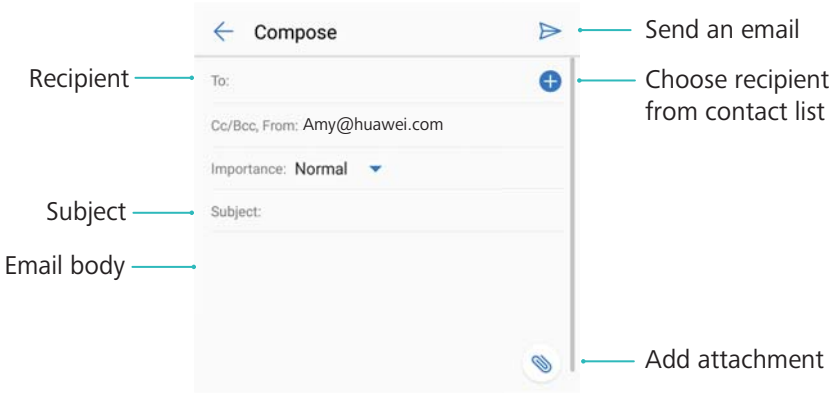
2 Touch + .

3 In **To:**, enter one or more recipients.

4 Touch **Cc/Bcc, From:** to add Cc and Bcc recipients, and select the email account to use.

5 Enter the email subject and body. Touch 📎 to add an attachment.

6 Touch ▷ .



Your email service provider may have an attachment size limit. If attachments exceed the limit, you can send them in separate emails.

To save your email as a draft and send it later, touch ← , and then touch **Save**.

Replying to emails

1 Open **Email**.

2 Open the email you want to reply to and touch ↩.

To reply to all recipients of the original email, touch ↩.

3 After drafting your message, touch ▷ .

Configuring fast responses: Touch ⋮ > **Settings**. Select an account and touch **Quick responses** to create or edit a fast response.

Managing emails

Viewing emails

Open **Email**. Swipe down to refresh your inbox and download new emails.

1 On the **Inbox** screen, touch ☰ and select the account you want to use.

2 Open an email. You can perform the following operations:

- Touch ☆ to star the email.
- Choose from the options below to reply to, forward, or delete the email.

To delete multiple emails, go to the **Inbox** screen. Select a contact picture or touch and hold an email to activate the email management interface. Select the emails you want to delete and touch .

- Swipe left or right to read the next or previous email.

Saving email attachments

Open an email and touch to preview the attachment. Touch to save the attachment to your phone.

For large attachments, open the link provided in the email to download.

Moving multiple emails

1. Open **Email**.
2. Go to the **Inbox** screen. Select a contact picture or touch and hold an email to activate the email management interface.
3. Select the emails you want to move. Touch and then select a destination folder for the emails.

Syncing emails

On the **Inbox** screen, swipe down to refresh your inbox.

1. Open **Email**.
2. Touch > **Settings**.
3. Select the account you want to configure. Switch on **Sync email**.

   To sync your emails automatically, touch **Sync schedule** and select a sync interval.

Searching emails

You can search for emails in two ways:

- On the inbox screen, enter one or more keywords in the search bar, such as the email title, content, or the attachment filename.
- On the home screen, swipe down to open the search bar. Enter search keywords, such as the email title, content, or the attachment filename.

Viewing email folders

1. Open **Email**.
2. Touch .
3. Open the inbox or VIP inbox folder to view email sub-folders.

Show or hide folders: Touch ☰ > **Show all folders** > ✎. Select the folders you want to display. Folders that are not selected will be hidden.

Managing VIP contacts

If you want to make sure you never miss messages from important contacts, you can add them to your VIP contact list. Your phone will automatically place emails from these contacts in your VIP inbox.

1 Open **Email**.

2 Touch ⋮ > **Settings** > **VIP contacts**.

3 From **VIP list**, touch **Add** > **Create** or **Add from contacts**.

ⓘ You can also open an email, touch the sender's profile picture, and then touch **Add to VIP list** from the popup menu.

Add or delete VIP contacts: On **VIP list** touch + or 🗑 to manage your VIP contacts.

Configure VIP contact email notifications: On the inbox screen, touch ⋮ > **Settings** > **VIP notifications**.

Managing email accounts

Adding an email account

1 Open **Email**.

2 Touch ⋮ > **Settings** > +.

ⓘ Alternatively, On the inbox screen, touch ☰. Touch add account.

3 Select a service provider and enter your details to add an account. For more information on how to add an account, see Adding an email account.

Switching between email accounts

On the inbox screen, touch ☰. Touch the account image to switch to that account.

Configuring an email account

On the inbox screen, touch ⋮ > **Settings** and select an account. You can perform the following operations:

- **Rename the account**: Touch **Account name** and enter an account name in the popup dialog box.
- **Set as default**: Switch on **Default account** to make the account the default account.
- **Delete the account**: Touch **Remove account** to delete the account.

Configuring Mail

Configuring automatic replies

Configure automatic replies when you are out of office.

You must log in to your Exchange account to use this feature.

1 Open **Email**.

2 Touch > **Settings**.

3 Choose the Exchange account you want to configure and switch **Automatic replies** on.

4 Switch on **Automatic replies** to configure a message and set the start and end time.

5 Touch **Done** to save your settings.

Configuring an email signature

1 On the inbox screen, touch > **Settings**.

2 Select the account you want to configure and touch **Signature**.

3 Enter a signature and touch **OK**.

Configuring email notifications

1 On the inbox screen, touch > **Settings**.

2 Select the account you want to configure and switch **Email notifications** on.

3 Select a notification sound or enable vibration alerts.

Configuring the email view

On the inbox screen, touch > **Settings** > **General**. You can configure the following:

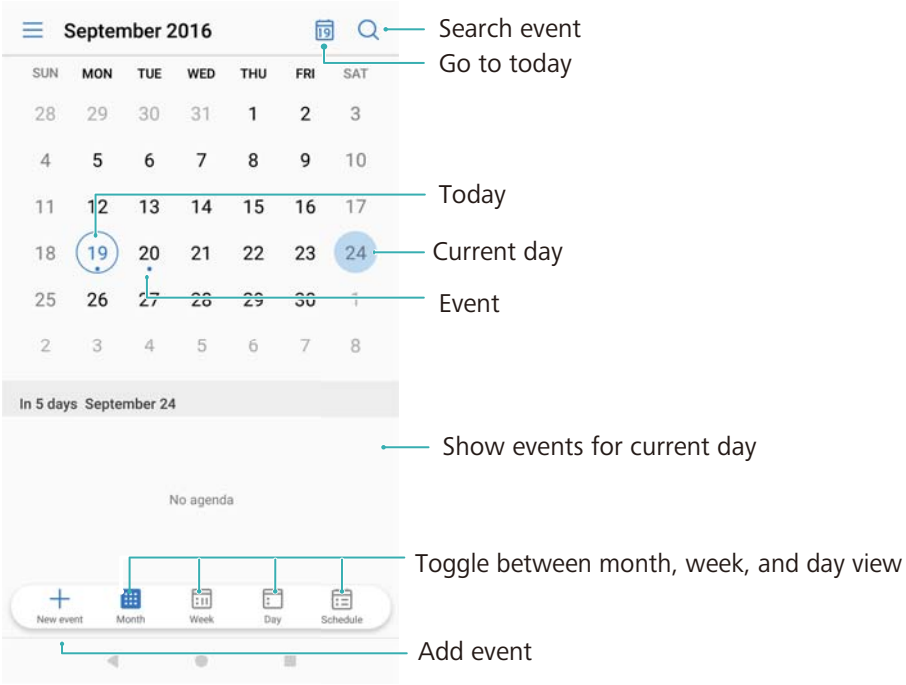
- **Only download attachments over Wi-Fi**: Switch **Don't download images over mobile network** on.
- **Group emails with the same title**: Switch **Organize by subject** on.
- **Display contact images**: Switch **Sender profile picture** on to display contact images next to emails.

Configuring how emails are sorted

On the inbox screen, touch > **Sort by** and select a sort method.

Calendar and Notepad

Changing the calendar view



To view your schedule for a specific day, touch ☰ > **Go to**, select a date, and then touch **Done**.

Open **Calendar** and touch ☰ > **"Settings"**. There are three options:

- **Configure the weekend settings**: Touch **Customize weekend** and configure the settings.
- **Configure the first day of the week**: Touch **Week starts on** and configure the settings.

Viewing global holidays

Enable global holidays to view public holiday information for different countries.

This feature requires an Internet connection.

1 Open **Calendar**.

2 Touch ☰ > **"Settings"** > **Global holidays**.

3 Turn on the switch next to the country whose holidays you want to view. Your phone will automatically download the country's holiday information.

Birthday reminders

Configure Calendar to import birthday information from your contacts and automatically create birthday reminders.

Before using this feature, ensure that you have added birthday information to your contacts. For more information, see Creating a contact.

1 Open **Calendar**.

2 Touch ☰ and select **Contacts' birthdays**.

Once you have enabled this feature, Calendar will automatically import birthday information from your contacts and send you birthday reminders.

Syncing events

Syncing events from your Exchange account

Ensure that you have enabled the Exchange calendar sync feature in the email account settings.

1 Open **Calendar**.

2 Touch ☰. Select an Exchange account to sync events to your phone.

Creating an event

Add events and set reminders to help you plan ahead.

1 Open **Calendar**.

2 Touch +.

3 Enter the event name, location, and start and end time. Touch **More** > **Remind** to create a reminder.

4 Touch ✓ to save the event.

- You can add up to 5 reminders for an event. To add a reminder, touch **Add reminder**.
- In month or week view, touch and hold an area on the screen to create an event for the corresponding date.

Sharing events

You can share events with your contacts.

1 Touch **Calendar**.

2 Open the event that you want to share and touch ⋖.

3 Choose how you want to share the event and follow the onscreen instructions.

You cannot share birthday reminders that are created automatically. To share birthday information, manually create an event, and then share the event with your friends.

Deleting an event

Open **Calendar**. You can delete an event in two ways:

- **Delete a single event**: Open the event that you want to delete and touch .
- **Delete multiple events**: Touch , and then touch and hold an event to activate the event management interface. Select the events that you want to delete and touch .

To delete a birthday reminder, go to **Contacts**, and then delete the contact's birthday information, or delete the corresponding contact.

Searching for events

You can search for events in two ways:

- In Calendar, touch . Enter one or more keywords in the search bar, such as the event name or location.
- Swipe down on the home screen to display the search bar. Enter one or more keywords, such as the event name or location.

Sending event invitations

Send event invitations to your friends or colleagues to keep track of who is attending.

Before using this feature, log in to your Exchange account.

1 Open **Calendar**.

2 Touch . Enter the event name, location, and start and end time.

3 Touch **More**. Under **"Guests"**, enter the exchange accounts of the people that you want to invite.

4 Touch to save the event and send the invitations.

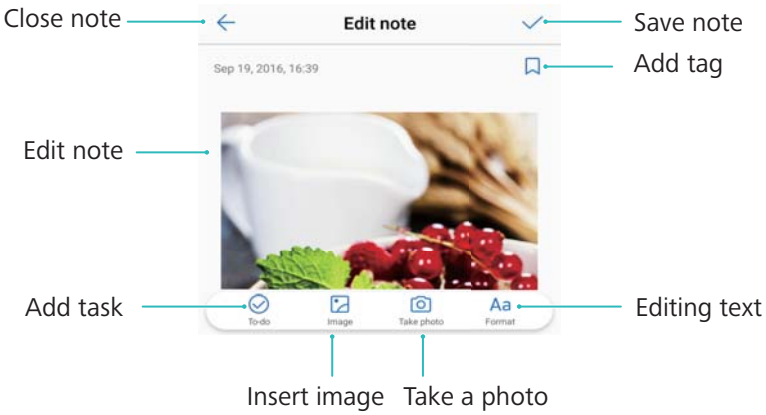
Event invitations are displayed in the notification panel. To respond to an invitation, touch **Email guests**.

Creating a note

1 Open **Notepad**.

2 Touch and enter your note. You can choose to add an image, to-do marker, or reminder.

Ensure that you are connected to the Internet before configuring the Smart departure settings or location-based reminders.



3 Touch ✓ to save the note.

Managing notes

Adding a note to favorites

Open **Notepad**. You can add a note to your favorites in two ways:

- In the list of notes, swipe left on a note and touch ☆.
- Touch the note that you want to add to your favorites and touch ☆.

Sharing a note

In the list of notes, open the note that you want to share and touch . Choose your sharing method and follow the onscreen instructions.

Deleting a note

You can delete a note in three ways:

- In the list of notes, swipe left on the note that you want to delete and touch .
- Touch and hold a note to activate the note management interface. Select the notes that you want to delete and touch .
- Touch the note that you want to delete and touch > **Delete**.

Searching your notes

You can search your notes in two ways:

- In the list of notes, touch the search bar and enter one or more keywords.
- Swipe down on the home screen to display the search bar, and then enter one or more keywords.

Backing up notes

Backing up notes

1. Open **Backup**.
2. Touch **Backup** > **Internal storage** > **Next** > **More**.
3. Select **Notes** and touch ✓.
4. Touch **Back up** and follow the onscreen instructions to configure a password.

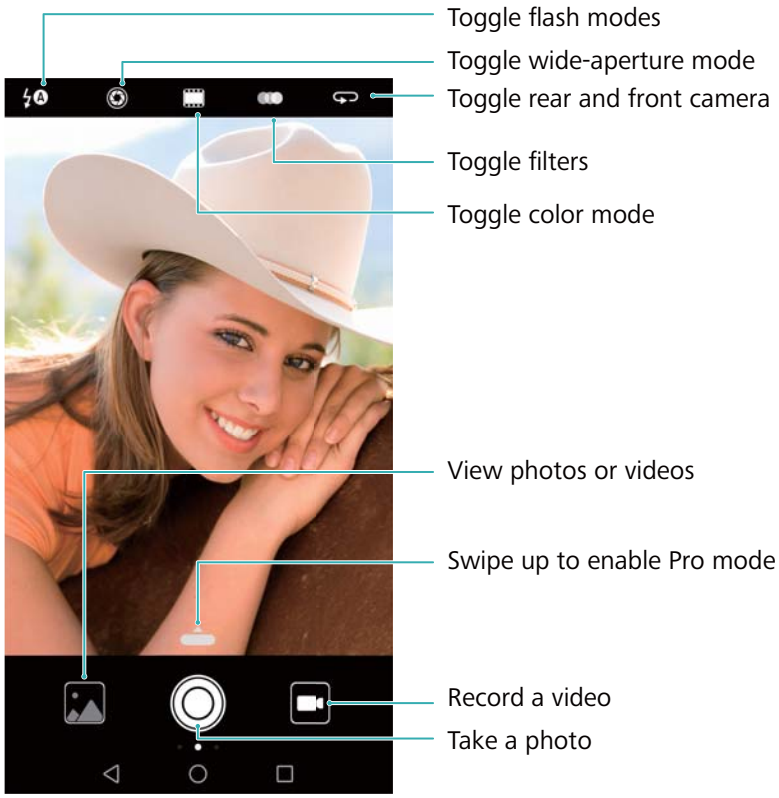
Importing notes

1. Open **Backup**.
2. Touch **Restore** > **Restore from internal storage** > **Next**.
3. Select the notes that you want to restore. In the popup dialog, enter the password and touch **OK**.
4. Touch **More**. Select **Notes** and touch ✓.
5. Touch **Start restoration**.

Camera and Gallery

Camera options

Open **Camera** to display the viewfinder.



Swipe right on the viewfinder to display the list of shooting modes. Swipe left on the viewfinder to access the camera settings.

Swipe left on the viewfinder to access the camera settings.

Photos and video recordings

Taking a photo

Open **Camera** and touch or the volume down button.

You can also assign other functions to the volume button. For more information, see Configuring the camera settings.

Geotagging photos

Enable geotagging to record the location of photos and video recordings. In **Gallery**, you can view the shooting location of photos and videos or display all photos and videos on a map.

1 Open **Camera**. When opening **Camera** for the first time, enable location services in the popup dialog.

2 Swipe left on the screen and switch on **GPS tag**.

Zooming in and out

Spread two fingers apart to zoom in, or pinch them together to zoom out. A slider will be displayed on the screen. Drag the slider to continue zooming in or out.

The rear camera has a 2x optical zoom lens. Continuing to zoom in after the maximum optical zoom has been reached may impair image quality.

Adjusting the exposure

The camera automatically adjusts the exposure according to the ambient brightness. A higher exposure produces brighter images.

Manually adjust the exposure: In the viewfinder, touch the screen and swipe up or down to adjust the exposure.

Turning on the flash

Touch the flash icon in the top-left corner of the viewfinder to turn on the flash. There are four options:

- : Automatically enables or disables the flash based on the ambient brightness.
- : Disables the flash.
- : Enables the flash.
- : Keeps the flash on when you open **Camera**.

Using filters and color modes to enhance images

The camera comes with a number of image filters and color modes to give your photos a unique look. In the viewfinder, you can:

- Touch , and then select a filter.
- Touch to select a color mode.

Ultra Snapshot

Press the volume down button twice to take a photo when the screen is off.

This feature is not available during music playback.

1 Open **Camera**.

2 Swipe left and touch **Ultra snapshot** > **Open camera and take quick snapshot**.

3 When the screen is off, point the camera at the desired object and press the volume down button twice in quick succession to take a photo. The camera will automatically take a photo and display the capture time.

Disable Ultra Snapshot: Touch **Ultra snapshot** > **Off** in the camera settings.

Burst shooting

Use burst shooting when you want to take a photo of a moving subject, such as during a football match. The camera will capture several images in quick succession and automatically select the best photo.

This feature is not available in HDR mode, Panorama mode, Super Night mode, and Light Painting mode.

1 Open **Camera**.

2 Touch and hold to start the burst sequence. The number of captured photos will be displayed above .

3 Release to stop shooting.

You can take up to 100 photos in one burst sequence, provided that there is enough storage space on your phone.

Select the best shot: Touch the image thumbnail to view the image in **Gallery**, and then touch to select a photo. Touch and follow the onscreen instructions to save the photo.

Self timer

Use a self timer to include yourself in shots.

1 Open **Camera**. Swipe left on the screen to access the camera settings.

2 Touch **Timer** and select a countdown time (2, 5, or 10 seconds).

3 Touch ◁ to return to the viewfinder.

4 Rest your phone on a stable surface and frame the scene you want to capture.

5 Touch ◉ to start the countdown timer. Your phone will automatically take a photo when the countdown time has elapsed.

Audio-controlled shooting

Use voice commands to control the camera remotely, or set the camera to take a photo when it detects a loud sound.

1 Open **Camera**. Swipe left on the screen to access the camera settings.

2 Touch **Audio control** and switch on **Audio control**.

3 You can then:

- **Say Cheese to take photos**: Take a photo when you issue a voice command. You cannot configure custom voice commands.
- **Take photos when your voice reaches a certain decibel level**: Set the camera to take a photo when the ambient noise reaches a certain decibel level.

4 Frame the scene you want to capture. Your phone will take a photo automatically when you issue a voice command or the phone detects a loud sound.

In the **Audio control** settings, open **Show Audio control icon on main camera view**. Toggle the switch in the viewfinder to enable or disable audio control.

Muting the camera shutter

Mute the camera shutter to avoid disturbing others in quiet surroundings.

1 Open **Camera**. Swipe left on the screen to access the camera settings.

2 Switch on **Mute**.

ⓘ In some countries or regions the shutter sound cannot be disabled due to privacy protection laws.

Adding a Leica watermark

Add a Leica watermark to photos taken with the rear camera.

1 Open **Camera**. Swipe left on the screen to access the camera settings.

2 Switch on **Automatically add watermarks**.

When this feature is enabled, a Leica watermark will be automatically added to the bottom-left corner of photos taken with the rear camera.

Shooting a video

Open **Camera** and touch to switch to recording mode. Touch to start a video recording.

Touch to pause the recording and touch to resume. Touch to save the current scene as a photo.

Zooming in and out

Spread two fingers apart to zoom in, or pinch them together to zoom out.

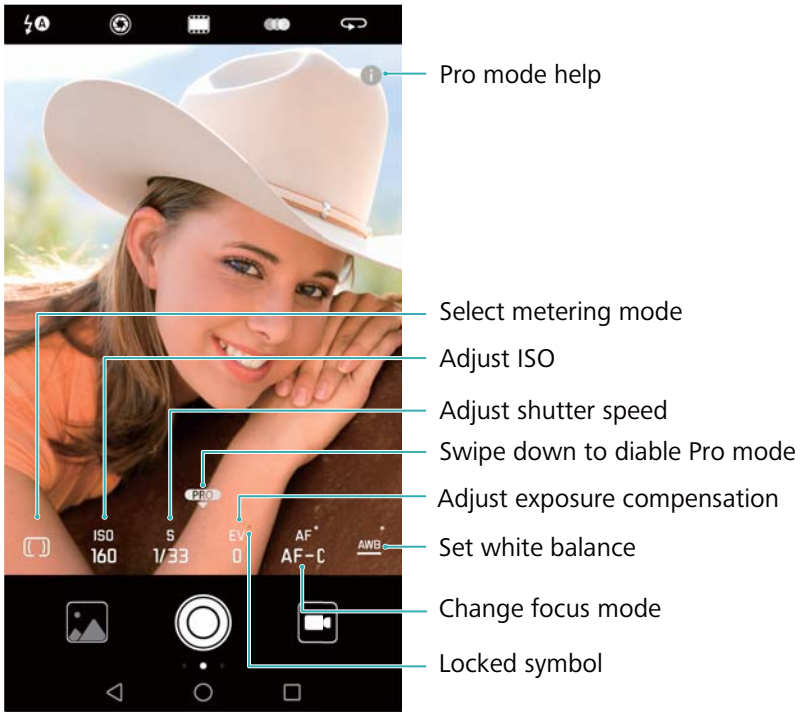
Turning on the flash

Touch the flash icon in the top-left corner of the viewfinder. There are two options:

- : Keep the flash on when you are recording.
- : Disable the flash.

Object recognition and Pro camera mode

Pro camera options



Pro camera settings

Selecting the metering mode

Touch to select the metering mode. The metering mode affects how your camera determines the exposure. You can select matrix metering, center-weighted metering, or spot metering.

Adjusting the ISO

The ISO determines the camera's sensitivity to light. Increasing the ISO will create a brighter image, but there will be a noticeable increase in noise. Touch ISO and drag the slider to change the ISO settings. You can configure the camera to adjust the ISO automatically, or you can adjust it manually.

Adjusting the shutter speed

Touch S and drag the slider to set the shutter speed. By default, the shutter speed is set to Auto.

Adjusting the exposure compensation

Touch EV to set the exposure compensation. Select an exposure setting to increase or decrease the brightness. Touch and hold the icon to lock the current exposure setting.

The camera will automatically determine the ambient brightness. If the current exposure setting is too high or too low, or will be displayed.

Changing the focus mode

Touch AF to set the focus mode. You can select touch to focus (AF-S), continuous autofocus (AF-C), or manual focus (MF). Continuous autofocus is set by default. When continuous autofocus is selected, touch and hold AF-C to enable the focus lock.

Setting the white balance

Touch AWB to select a white balance according to the ambient light conditions. You can choose from daylight, tungsten bulb, fluorescent lamp, and more. You can also adjust the color temperature. Touch and hold AWB to lock the white balance.

Using the spirit level

Enable the spirit level to ensure that the camera is level.

In the Pro camera viewfinder, swipe left and switch on **Horizontal level**. When this feature is enabled, a spirit level will appear on the viewfinder. Ensure that the solid line covers the dotted line.

Saving images in RAW format

Save photos in RAW format to retain all image data for post processing.

In the Pro camera viewfinder, swipe left and switch on **RAW format**. Photos will be saved in RAW and JPEG format.

Wide aperture mode

Use wide aperture mode for close-up shots of objects and people. You can adjust the focal point after taking a photo to blur the background and make the subject stand out.

For optimal results, ensure that the subject is no more than 2 meters (6 ft) from the camera.

1 Open **Camera**.

2 Touch the wide aperture icon ( ) at the top of the screen to enable wide aperture mode. Touch the icon again to exit wide aperture mode. If the icon is not displayed, swipe right and select **Photo** mode.

3 Touch the viewfinder to focus on a particular area.

For optimal results, the focal length is fixed and cannot be adjusted.

4 Touch and swipe left or right on the slider to adjust the aperture. A higher aperture will produce an out-of-focus background.

5 Touch to take a photo.

Adjust the background blur: Open **Gallery** and touch a photo tagged with the icon, and then touch to adjust the focal point and aperture. Touch to save the photo.

Monochrome mode

The camera comes with a separate monochrome lens that takes black and white photos with greater contrast and detail.

1 Open **Camera**.

2 Swipe left and touch **Monochrome**.

3 Touch .

Beauty mode

Use beauty mode for stunning selfies and smoother-looking skin.

You will be prompted about **Perfect selfie** when using **Beauty** for the first time. If you enable **Perfect selfie**, follow the onscreen instructions to configure beauty settings. If you do not enable **Perfect selfie**, the camera will use the default **Beauty** settings.

1 Open **Camera** and swipe right on the screen.

2 Touch **Beauty**.

3 Touch the beauty icon at the bottom-right corner of the screen and drag the slider to adjust the effect.

4 Touch to take a photo.

Perfect Selfie mode

Use Perfect Selfie mode to automatically apply custom beauty settings to your face.

1 Open **Camera**.

2 Swipe right and touch **Beauty**.

3 Swipe left and touch **Perfect selfie**.

4 Switch on **Perfect selfie** and follow the onscreen instructions to take three photos of your face from the front, side, and with your head lowered.

5 Configure skin tone, pupils, and face shape settings. Choose a higher value for a more noticeable effect. Touch to save your settings.

Change your calibration photos: On the camera settings screen, touch **Perfect selfie** > **Edit personal info** to update your calibration photos.

Adjust your beauty settings: In the camera settings, touch **Perfect selfie** > **Set beauty effects** to adjust the beauty settings, such as skin tone and face shape.

HDR mode

Use HDR mode when shooting into the sun to prevent under or overexposure and ensure clarity in every shot.

HDR mode is not available for the front camera.

1 Open **Camera**. Swipe right and touch **HDR**.

2 Touch to take a photo.

Taking panoramic shots

Taking a panoramic self-portrait

Take wide-angle self-portrait shots to capture your surroundings.

1 Open **Camera**. Touch to select the front-facing camera.

2 Swipe right on the screen and touch **Panorama**.

3 Touch to take the first photo.

4 Follow the onscreen instructions and slowly turn the camera to the left. The camera will take the second photo automatically when the blue box lines up with the box on the left-hand side of the screen.

5 Slowly turn your camera to the right. The camera will take the final photo when the blue box lines up with the box on the right-hand side of the screen.

Taking a panoramic photo

Use Panorama mode to take wide-angle shots.

1 Open **Camera**. Swipe right on the screen and touch **Panorama**.

2 Touch to start shooting, and then follow the onscreen instructions to take the photo. Slowly move your phone from left to right, ensuring that the arrow stays level with the center line. To take a panoramic shot in portrait mode, touch → and slowly move your phone in a vertical direction.

Super Night mode

Use **Night shot** mode to improve the quality of images taken at night and in low-light conditions. Super Night mode accentuates the detail of darker areas to produce brighter, more colorful images.

Use a tripod to minimize camera shake.

1 Open **Camera**. Swipe right on the viewfinder and touch **Night shot**.

Touch ISO AUTO or S AUTO and drag the slider to manually adjust the ISO and shutter speed.

2 Hold your phone steady (or use a tripod) and touch . The camera will automatically take several images and merge them into one photo.

Light Painting mode

Light Painting mode enables you to take stunning shots of light trails without the need to manually adjust the aperture or shutter speed. Four different settings are available for different shooting scenarios.

Open **Camera**. Swipe right on the viewfinder and touch **Light painting**. Touch the button at the bottom-right corner of the screen to choose a setting:

- **Tail light trails**: Capture trails of light made by cars at night.
- **Light graffiti**: Capture trails of light in a dark environment.
- **Silky water**: Capture silky-smooth images of flowing water.
- **Star track**: Capture stunning images of star trails in the night sky.

Light Painting mode uses longer exposures. To minimize camera shake, place your phone on a stable surface or use a tripod.

Slow motion recording

Record videos in slow motion to watch fast-moving scenes in detail.

1 Open **Camera**. Swipe right on the screen and touch **Slow-mo**.

2 Touch to start a video recording. Touch the screen to focus on an object or area during recording.

3 Touch to end the recording.

Select a clip: Touch the thumbnail to play back the recording in slow motion. During playback, you can touch the screen and adjust the sliders to select which portion should be played in slow motion. When you are done, touch **Back**.

Slow motion recording works best in bright surroundings.

Time-lapse mode

Time-lapse mode allows you to capture and speed up subtle changes in the natural world. For example, you can record the opening of a flower or the movement of clouds.

1 Open **Camera**. Swipe right and touch **Time-lapse**.

2 Place your phone on a stable surface or use a tripod. Touch to start a video recording.

The camera will automatically select a suitable frame rate according to the length of the recording. The zoom cannot be adjusted during recording.

3 Touch to end the recording.

When you play the video in **Gallery**, it will be played back at a higher frame rate. The frame rate is determined automatically by the camera and cannot be adjusted.

Adding watermarks to photos

Add watermarks to personalize your photos and help you remember where they were taken.

1 Open **Camera**. Swipe right on the screen and touch **Watermark**.

2 When you add a watermark for the first time, you will be prompted to connect to the Internet to obtain weather and location information.

3 Touch and select a watermark type (such as time or location).

4 Swipe left or right on the screen to select a watermark.

5 Drag the watermark to adjust its position.

6 You can add text to some watermarks. Touch the flashing text box inside the watermark to enter text. Touch to add the text to the watermark.

7 Touch to take a photo.

After selecting a watermark category, touch or to preview watermarks.

Audio notes

Add audio notes to bring your photos to life.

1 Open **Camera**. Swipe right and touch **Audio note**.

2 Frame the scene you want to capture.

3 Touch to take a photo with an audio note. The camera will record a short audio clip of up to 10 seconds to add to your photo.

4 Touch to stop recording.

Photos with audio notes are indicated by the icon in **Gallery**.

When viewing a photo with an audio note, touch to play the audio note.

Document correction

Automatically straighten out images of text taken from an angle to make them easier to read.

1 Open **Camera**. Swipe right and touch **Document scan**.

Touch **AUTO** to turn off automatic shooting mode and take a photo manually. If you take a photo manually, you will need to select the part of the image containing text.

2 Focus on the subject (for example, a PPT, poster, or screen), and then touch to take a photo. Your phone will automatically identify the part of the image containing text and adjust its orientation so that it is easier to read.

To adjust the size of the corrected area, touch , select , and then drag the four dots to the desired position.

Managing shooting modes

Rearranging the shooting mode list

Move your favorite shooting modes to the top of the list to make them easier to find.

1 Open **Camera**. Swipe right to display the list of shooting modes.

2 Touch .

3 Drag mode icons to the desired position.

Updating shooting modes

Update your camera's shooting modes to the latest version for enhanced features and better image quality.

Open **Camera** and go to the list of shooting modes. A red dot will be displayed on the icon when an update is available. Touch and select the shooting mode that you want to update. Your phone will download and install the latest version.

Deleting shooting modes

Delete unwanted shooting modes to free up storage space.

Pre-installed shooting modes cannot be deleted.

1 Open **Camera**. Swipe right to display the list of shooting modes.

2 Touch . Shooting modes that can be deleted are indicated by the icon.

3 Touch the icon next the shooting mode that you want to delete.

To restore a shooting mode to the list, touch in the viewfinder and select **ADD** next to the desired shooting mode.

Configuring the camera settings

Configure the camera settings to suit your needs.

Setting the photo and video resolutions

Increase the resolution for higher quality images and videos. Larger resolution images take up more space on your phone. Changing the resolution will also change the image dimensions.

Some resolutions may not be supported in certain shooting modes.

Open **Camera**. Swipe left and touch **Resolution** to change the resolution.

Configuring the default storage location for photos and videos

By default, photos and videos are saved to your phone's internal storage. Set the default storage location to the microSD card to free up storage space on your phone.

Open **Camera**. Swipe left and switch on **Priority save in SD card** to change the default storage location to the microSD card. This option is only available when a microSD card is inserted. If the microSD card is full, photos will be saved to your phone's internal storage.

Adding an overlay

Add a grid or spiral overlay to the viewfinder to help you compose your image.

Overlays may not be available in some shooting modes.

Open **Camera**. Swipe left on the screen, touch **Assistive grid**, and then select an overlay. To disable the overlay, touch **Off**.

You can choose from a 3 x 3 grid, phi grid, or spiral overlay. Use the 3 x 3 grid for general shooting scenarios. The phi grid is similar to the 3 x 3 grid, but uses the golden ratio to divide the viewfinder into distinct sections. Use the spiral overlay for indoor photography or portrait shots.

Configuring the volume button function

By default, the volume button functions as the shutter button. You can change the function of the volume button to adjust the zoom or focus.

Open **Camera**. Swipe left on the screen. Touch **Volume button function** and select **Shutter**, **Zoom**, or **Focus** as desired.

Configuring the touch and hold settings for the shutter

By default, touch and hold the shutter to take burst shots. You can change the function of the shutter to adjust the focus.

Open **Camera**. Swipe left on the screen. Touch **Touch & hold shutter icon** and select **Burst shoot** or **Focus** as desired.

Other camera settings

Your camera also comes with a number of other settings to help you shoot high-quality images in a variety of different shooting scenarios.

Some settings may not be available in certain shooting modes.

Swipe left on the viewfinder to configure the following settings:

- **Touch to capture**: Touch the viewfinder to take a photo.
- **Capture smiles**: The camera will automatically take a photo when it detects a smile.
- **Object tracking**: Touch the object you want to focus on. The camera will track and focus on the selected object.
- **Image adjustment**: Adjust saturation, contrast, and brightness.
- **Stabilizer**: Corrects hand shake in video recordings.

Viewing photos and videos

Viewing photos in full screen mode

Open **Gallery** and touch a photo to view it in full screen. Touch the screen to show or hide the menu.

When viewing photos in full-screen mode, you can:

- **Zoom in or out**: Spread two fingers apart to zoom in, or pinch two fingers together to zoom out.
- **View image details**: Touch ⓘ view the image details, such as the ISO, exposure compensation, and resolution.
- **Rename photos**: Touch ⋮ > **Rename**. Enter a new name and select **OK**.
- **Set photo as the home screen wallpaper, or assign the photo to a contact**: Touch ⋮ > **Set as** > **Wallpaper** or **Contact photo**.

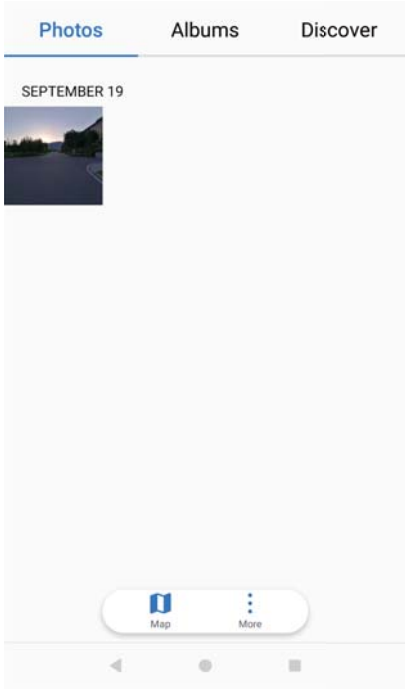
- **Enable auto-rotation**: In **Gallery**, touch > **Settings** > **Photo orientation** > **Always rotate** to rotate photos when you change the screen orientation.

Viewing photos and videos in chronological order

Go to the **Photos** tab. Photos and videos are automatically displayed in chronological order.

Touch > **Settings** and switch on **Show time** to display the date when the photo was taken.

In the **Photos** tab, zoom in or out to switch between month and day view.



Viewing photos by location

If **GPS tag** is switched on in **Camera**, you can view photos and videos by location in **Gallery**.

Go to the **Photos** tab and touch to view your geotagged photos on a map.

Viewing photos and videos by album

Go to the **Albums** tab. Photos and videos are automatically sorted into default folders. For example, videos that you take with the camera are automatically added to the **Camera videos** folder, and screenshots are added to the **Screenshots** folder.

Touch > **Hide albums** and turn on the switch next to albums that you want to hide. These albums will not appear in the album list.

Viewing photos as a slideshow

Go to the **Photos** tab and touch > **Slideshow**. Touch the screen to stop the slideshow.

Organizing albums

Adding photos or videos to a new album

1 Open **Gallery**.

2 On the **Albums** tab, touch +. Enter the album name and touch **OK**.

3 Select the images or videos that you want to add to the new album and touch ✓.

4 Move or copy the photos or videos to the new album:

- **Copy files to the new album**: The files will not be removed from the original album.
- **Move files to the new album**: The files will be removed from the original album.

Moving photos and videos

Combine photos and videos from separate albums.

1 Open **Gallery**.

2 On the **Albums** tab, there are two ways you can select files:

- **Move one file**: Touch and hold the file that you want to move until ☑ appears in the bottom-right corner.
- **Move multiple files**: Touch and hold a file that you want to move until ☑ appears in the bottom-right corner, and then select other files.

3 Touch .

4 Select the destination album.

Files are deleted from their original album after they have been moved.

Moving albums

De-clutter your photo collection by moving less important albums to **Others**.

- The **Camera**, **Camera videos**, and **Screenshots** albums cannot be moved to **Others**.
- Moving an album created by a third-party app to **Others** will not prevent the app from functioning.

1 Open **Gallery**.

2 On the **Albums** tab, touch and hold an album, and then select the albums you want to move.

3 Touch to move the selected album or albums to **Others**.

In **Others**, touch and hold an album, and then touch to restore the album to its original location.

Rearranging albums

Change the order in which albums are displayed so you can always find your favorite photos.

You cannot rearrange **Camera** or **Screenshots**.

1 Open **Gallery**.

2 Go to the **Albums** tab, and then touch and hold an album until appears on the left of all your albums.

3 Touch and hold next to the album that you want to move and drag it to the desired position.

Deleting photos and videos

1 Open **Gallery**.

2 Touch and hold an image or video thumbnail to open the file selection interface, and then select the files you want to delete.

3 Touch > **Delete**.

Sharing photos and videos

Use Gallery to share photos and videos with your friends and family.

1 Open **Gallery**.

2 Touch and hold a photo or video thumbnail and select the files that you want to share.

3 Touch . Choose a sharing method and follow the onscreen instructions to share your files.

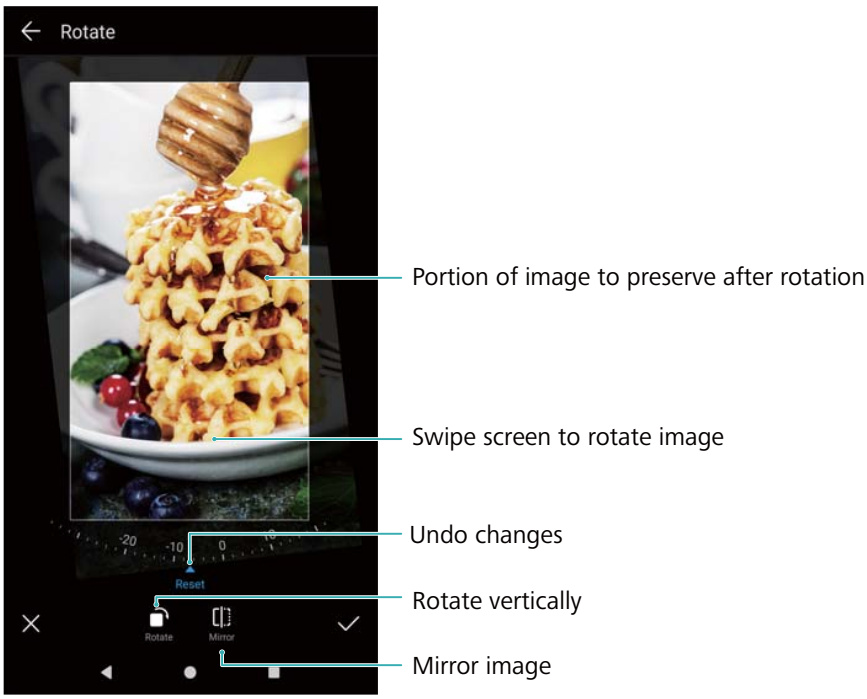
Editing a photo

The Gallery app features powerful image editing tools that you can use to draw graffiti, add watermarks, or apply filters.

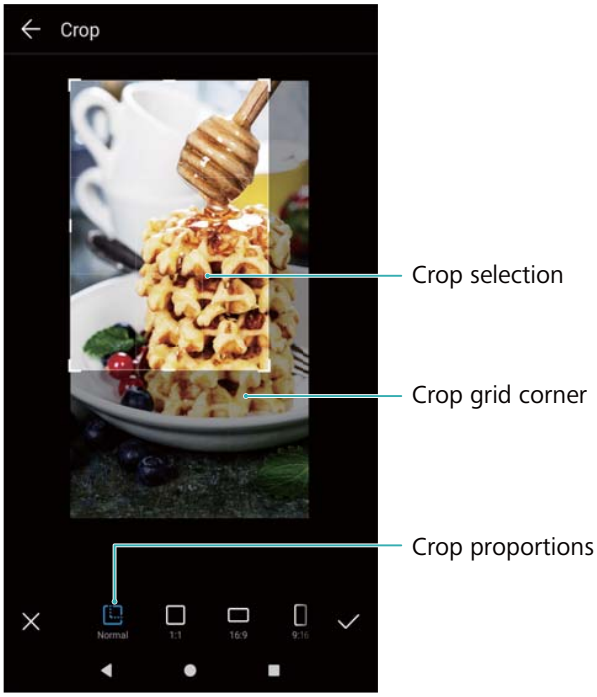
1 Open **Gallery**.

2 Touch an image to view it in full-screen mode. In full-screen view, touch to open the photo editor and edit your photo using the available tools.

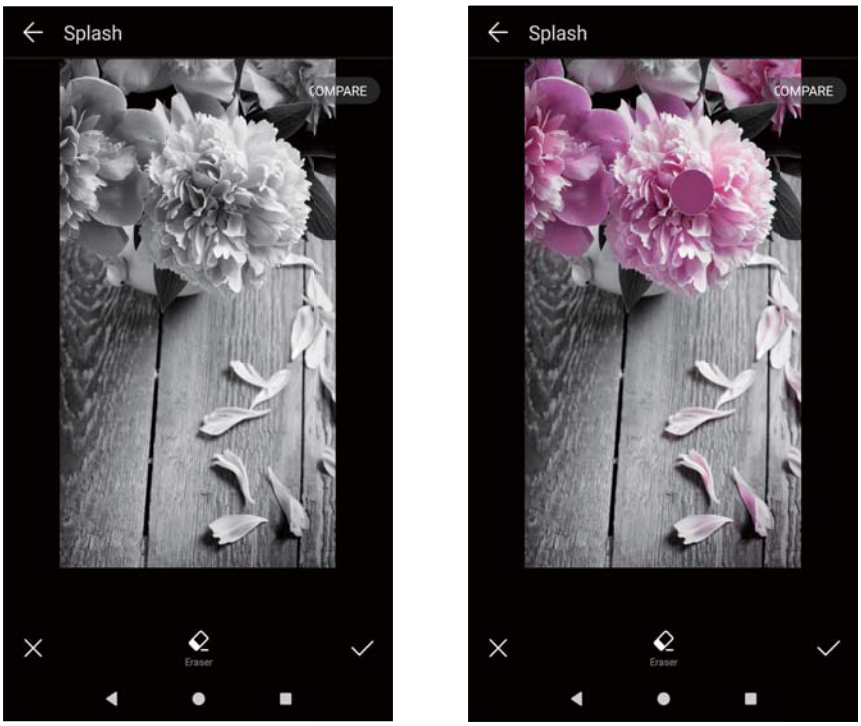
- **Rotate an image**: Touch and swipe the screen to adjust the angle of rotation.



- **Crop an image** : Touch to select the crop ratio (for example, 16:9). Drag the dotted edges to crop the image to the desired size.



- **Add a filter**: Touch and select the desired filter.
- **Accentuate colors**: Touch anywhere on the image to select a color you want to accentuate. All other colors will be converted to black and white.

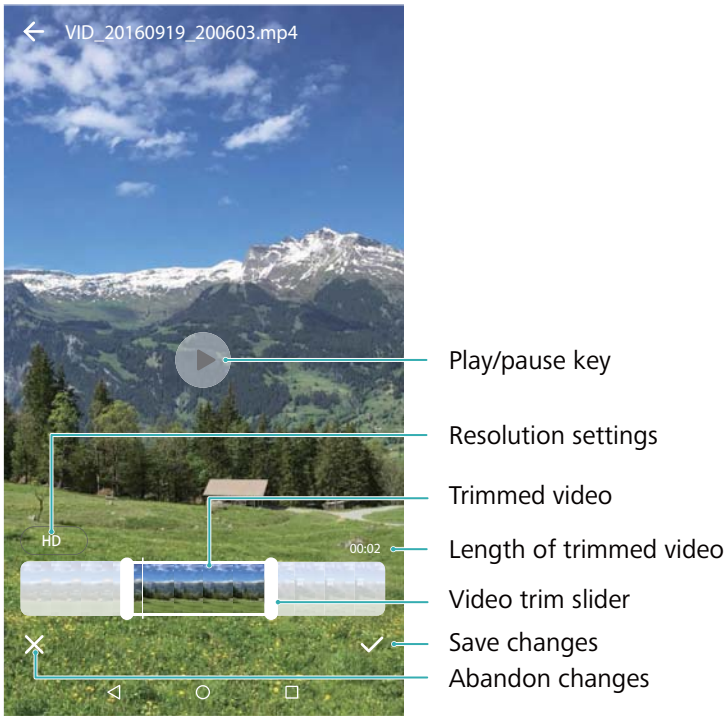


- **Blur an image**: Touch . Drag the slider to adjust the amount of blur. Drag the circle to the part of the image that you do not want to blur.
- **Adjust image parameters**: Touch . You can adjust the brightness, contrast, saturation, and more to make your image look more vivid.
- **Apply facial enhancement effects**: Touch to apply facial enhancement effects to people in an image. You can choose from various skin and eye enhancement effects.
- **Apply mosaic effects**: Touch and select the desired mosaic effect.
- **Draw graffiti**: Touch to select the brush and color.
- **Add a watermark**: Touch to add a watermark and personalize your photo. You can choose from time, location, weather, activity, and other watermarks.
- **Add a label**: Touch , and then select the desired label type and font. You can use labels to record your mood or thoughts.

Editing Videos

Editing a video

Select highlights from videos and save them as separate files.



1 Open **Gallery**.

2 Select the video that you want to edit and touch .

3 On the video editing screen, drag the sliders to select the portion of the video that you want to keep.

4 Touch to preview the video.

5 Touch to crop and save the video.

To change the resolution, select a resolution on the video editing screen. The resolution cannot be changed if the original resolution is already low.

Cropping slow-motion videos

Use the video editing tool in Gallery to crop slow-motion videos.

1 In **Gallery**, touch the slow-motion video that you want to edit to start playback.

2 Touch to preview the video.

3 Touch the screen to display the slow-motion editing sliders.

4 Drag the sliders to select the portion you want to view in slow motion.

To save the edited slow-motion video as a separate video, touch > **Save slow-mo file** on the editing interface.

Configuring Gallery

Displaying the photo date and location

1 Open **Gallery**.

2 Touch ⋮ > **Settings**.

3 You can configure the following two settings:

- Switch on **Show location**. When viewing a geotagged photo, the photo's location will be displayed.
- Switch on **Show time**. When viewing a photo, the date and time at which the photo was taken will be displayed.

Music and Video

About Music

You can add songs to your phone in three ways:

- Copy songs from your computer using a USB cable.
- Download songs from the Internet.
- Send songs from another device using Bluetooth or Wi-Fi Direct.

Listening to music at excessive volumes can cause hearing damage..

Searching for music

Sort your music by category or search with a keyword to find your music files quickly.

1. Open **Music**.
2. Touch **Local songs**.
3. Touch to search for and view music stored on your phone.
4. You can choose to organize your music by song name, artist, album name, or folder. To search for a specific song, touch and enter the song name, artist, or album in the search bar.

Deleting songs

Delete unwanted songs to free up storage space.

1. Open **Music**.
2. Touch **Local songs**.
3. Go to the **Songs** tab. Touch and hold the list of songs and select the songs that you want to delete.
4. Touch > **Delete**.
5. Touch **DELETE**.

Creating a playlist

Organize your music by creating customized playlists that contain your favorite songs.

1. Open **Music**.
2. Touch **Playlists** > **Create new playlist**.
3. Name the playlist and touch **SAVE**.

4 Touch **ADD** in the popup dialog.

5 Select the songs you want to add and touch ✓.

Touch ⋮ next to the playlist to **Rename** or **Delete** the playlist.

Playing a playlist

1 Open **Music**.

2 Touch **Playlists**.

3 Select the desired playlist. Touch a song to start playback, or touch **Shuffle all** to shuffle all songs.

Controlling playback using a smart headset

When smart headset control is enabled, you can use the buttons on a headset to control playback without turning on the screen.

- Some headsets may not be compatible with your phone. Use a Huawei headset for optimal results.
- You can also use a headset to control video playback (some video players may not support this feature).

1 Open **Settings**.

2 Touch **Smart assistance** > **Smart headset control** > **Smart headset control**.

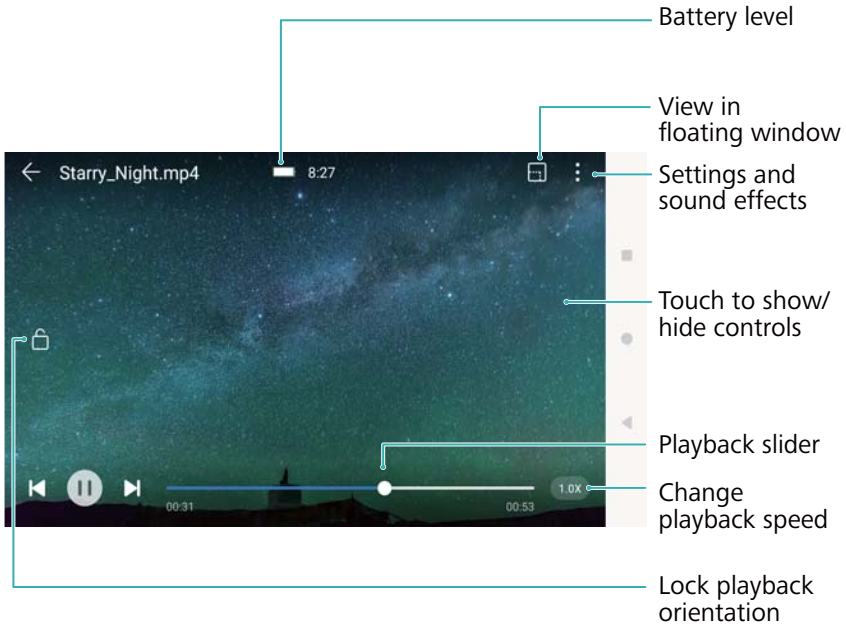
3 Switch on **Smart headset control**.

Use the following buttons to control playback:

- **Volume up button**: Press once to increase the volume, or twice to add the current song to your favorites.
- **Pause button**: Press once to pause or resume playback, twice to skip to the next song, or three times to go to the previous song.
- **Volume down button**: Press once to decrease the volume, or twice to change the playback mode.

Playing a video

View a list of recently played videos to find videos quickly.



1 Open **Videos**.

2 Select the video that you want to play.

3 Touch the thumbnail to start the video.

During playback, you can:

- **Adjust the playback speed**: Touch **1.0x** in the bottom-right corner and drag the slider. The playback speed can be adjusted between 0.5x and 1.5x.
- **Adjust the screen brightness**: Swipe up or down on the left-hand side of the screen. Swipe up to increase the brightness, or swipe down to decrease the brightness.
- **Adjust the volume**: Swipe up or down on the right-hand side of the screen. Swipe up to increase the volume or swipe down to decrease the volume.
- **Rewind or fast-forward**: Drag the progress bar left to rewind or right to fast-forward.

Phone Manager

Optimizing performance

Use Phone Manager to make your phone run faster and optimize performance.

Open **Phone Manager** and touch **OPTIMIZE**. Your phone will automatically optimize performance, enhance security, and reduce power consumption.

Enhancing speed

Clear the app cache and delete residual files and system trash to optimize performance.

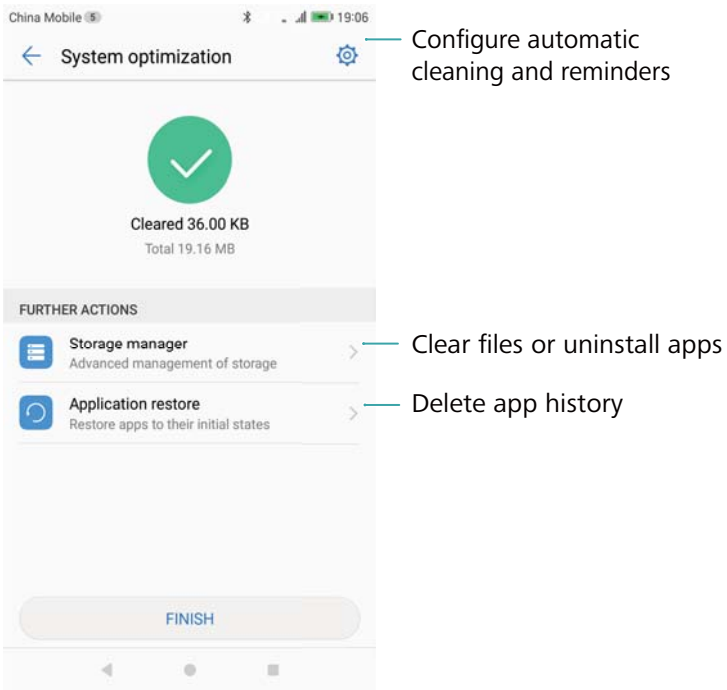
1 Open **Phone Manager**.

2 Touch **Cleanup** to clear the app cache and system trash.

To free up more storage space, you can:

- Touch **Storage manager** to clear large files, images, and app data.
- Restore an app to its default settings. Touch **Application restore**. Select the app you want to restore and touch > **Delete**. The app will be restored to its default settings, and all app-specific data will be deleted.

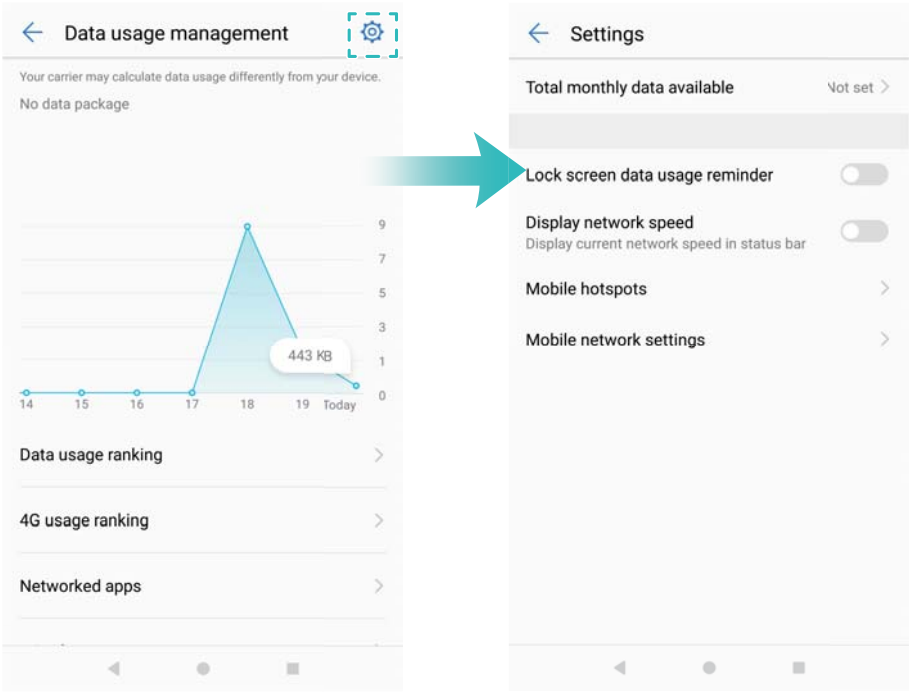
3 Touch **Finish** to exit.



Managing data usage

Phone Manager comes with a data management feature that you can use to monitor data usage and avoid exceeding your monthly allowance.

Open **Phone Manager** and touch **Mobile data**. You can view detailed data usage statistics or configure the following settings:

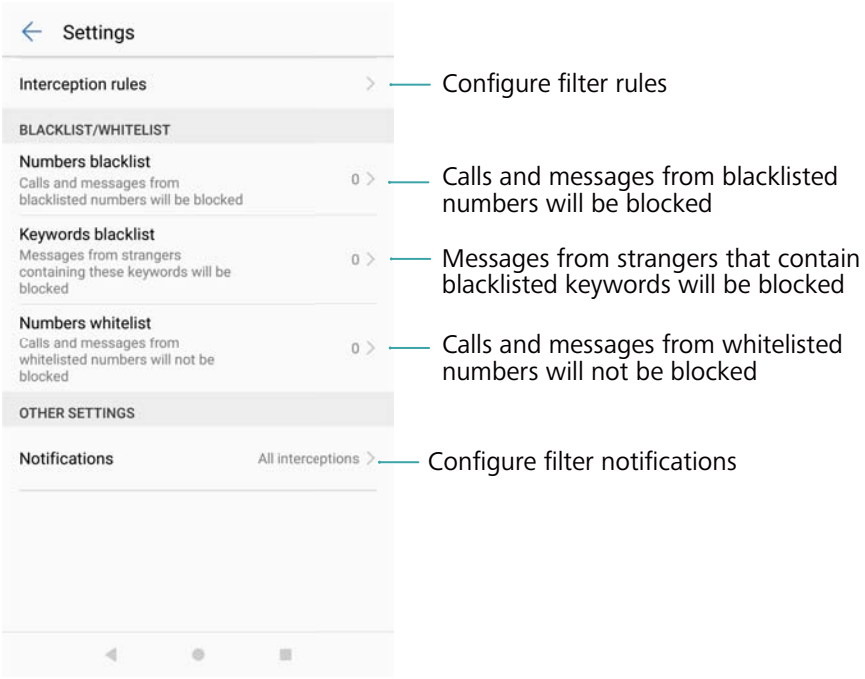


- **Data usage ranking**: View data usage for each app.
- **Networked apps**: Manage Internet access permissions for each app.
- **Total monthly data available**: Touch > **Total monthly data available** to configure your data plan settings and data usage reminders. Your phone will calculate your mobile data usage and remaining data allowance for the billing period you specify. When you have used up your monthly allowance, you will receive a reminder, or your phone will disable mobile data.
- **Mobile hotspots** or **Mobile network settings**: Touch > **Mobile hotspots** or **Mobile network settings** to configure the portable hotspot or mobile network settings.
- **Data saver**: Enable data saver and choose the apps that you do not want to restrict data for.

Harassment filter

Use the harassment filter to block unwanted calls, messages, and push notifications.

Open **Phone Manager**. Touch **Blocklist** > and follow the onscreen instructions to configure a call blacklist or whitelist, keywords, and spam settings.


Settings
Interception rules
Configure filter rules
BLACKLIST/WHITELIST
Numbers blacklist
Calls and messages from blacklisted numbers will be blocked
0
Calls and messages from blacklisted numbers will be blocked
Keywords blacklist
Messages from strangers containing these keywords will be blocked
0
Messages from strangers that contain blacklisted keywords will be blocked
Numbers whitelist
Calls and messages from whitelisted numbers will not be blocked
0
Calls and messages from whitelisted numbers will not be blocked
OTHER SETTINGS
Notifications
All interceptions
Configure filter notifications

Battery management

Viewing battery usage statistics

Use Phone Manager to view detailed battery usage statistics for each app.

Open **Phone Manager**. Touch **remaining** and swipe up on the screen. You can:

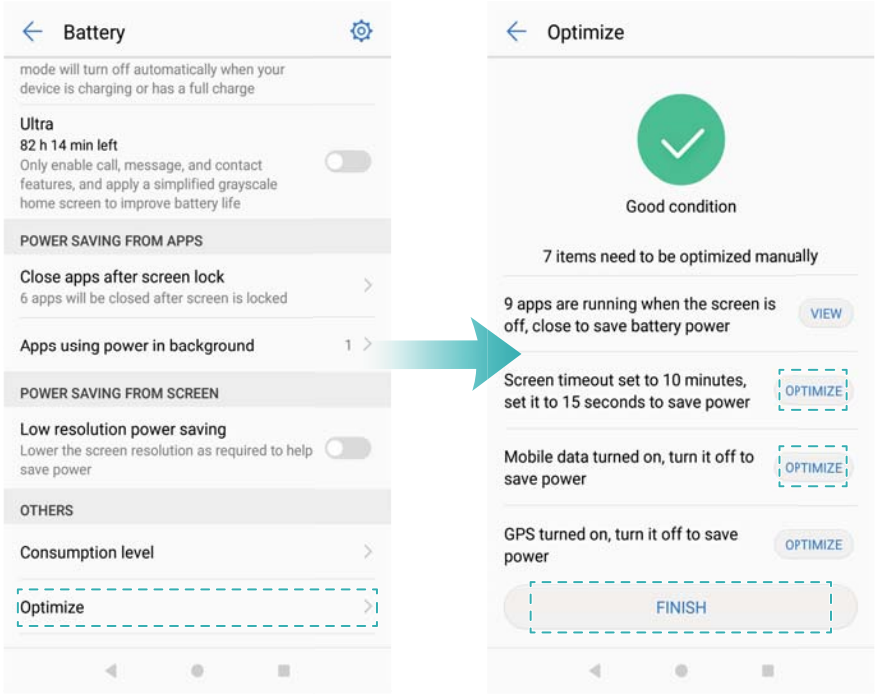
- Touch **Battery usage details** to view detailed battery usage statistics.
- Touch **Consumption level** to see which phone hardware and software is using the most power.
- Touch **Optimize** to check for power consumption problems and optimize performance.
- Switch on **Remaining battery percentage** to display the remaining battery perecentage in the status bar.

Reducing power consumption

Use Phone Manager to optimize performance and reduce power consumption.

Open **Phone Manager** and touch **remaining**. You can:

- **Optimize performance**: Touch **Optimize**. Your phone will check for power consumption problems and optimize performance. To further reduce power consumption, touch **items need to be optimized manually**, and then select **View** or **Optimize** to adjust the power settings manually.


Battery
mode will turn off automatically when your device is charging or has a full charge
Ultra
82 h 14 min left
Only enable call, message, and contact features, and apply a simplified grayscale home screen to improve battery life
POWER SAVING FROM APPS
Close apps after screen lock
6 apps will be closed after screen is locked
Apps using power in background
1
POWER SAVING FROM SCREEN
Low resolution power saving
Lower the screen resolution as required to help save power
OTHERS
Consumption level
Optimize
Optimize
Good condition
7 items need to be optimized manually
9 apps are running when the screen is off, close to save battery power
VIEW
Screen timeout set to 10 minutes, set it to 15 seconds to save power
OPTIMIZE
Mobile data turned on, turn it off to save power
OPTIMIZE
GPS turned on, turn it off to save power
OPTIMIZE
FINISH

- **Restrict background apps**: Touch **Close apps after screen lock** and turn off the switches next to the apps that you do not want to run in the background when the screen is locked.
- **Close battery-draining apps**: Touch **Apps using power in background** and select the apps that you want to close.

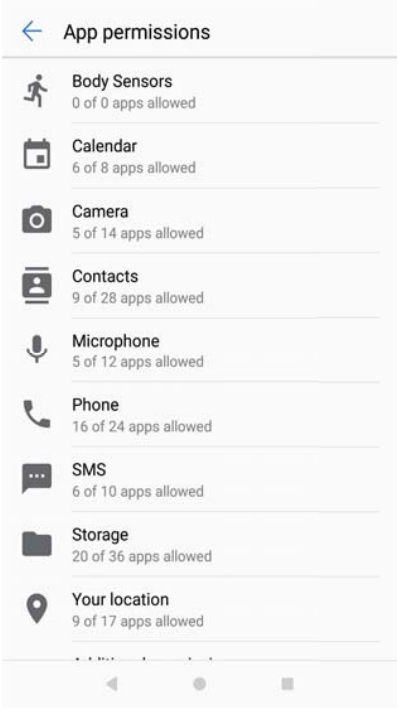
  A message will appear in the notification panel if battery-draining apps are running in the background. If you don't want to receive these notifications, touch and switch off **Power-intensive prompt**.
- **Reduce the screen resolution**: Switch on **Low resolution power saving** to reduce the screen resolution and lower power consumption.
- **Automatically close power-intensive apps**: Touch and switch on **Close excessively power-intensive apps**.

Managing app permissions

Phone Manager comes with a permission manager that you can use to restrict app permissions and protect your personal data.

1 Open **Phone Manager**.

2 Touch **Permissions** and configure the desired permissions.

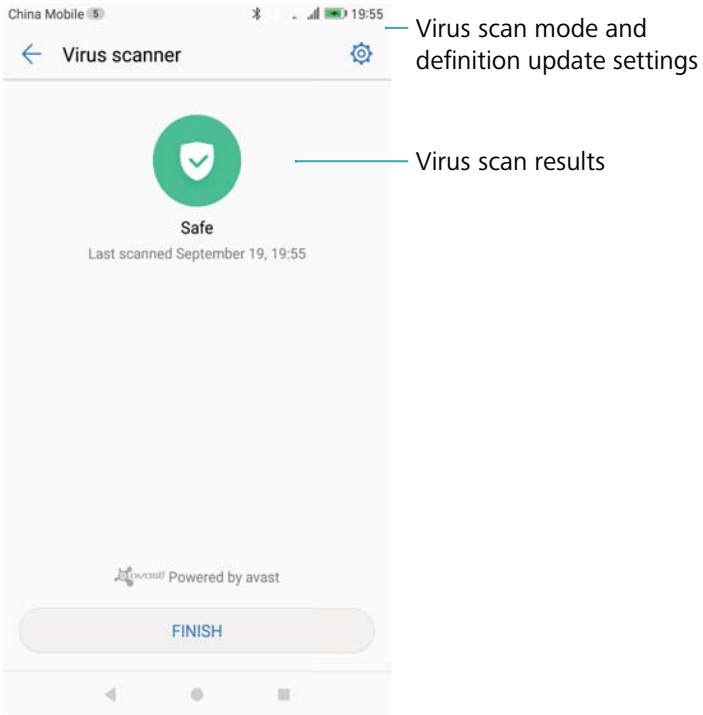


Virus scanner

Use the virus scanner in Phone Manager to remove malware.

1 Open **Phone Manager**.

2 Touch **Virus scan**. Your phone will automatically identify and remove malware.



Touch . You can:

- Enable **Cloud scan** to scan your phone using the latest antivirus database. An Internet connection is required to access the online database.
- Enable **Scan reminder** to receive a notification when you have not conducted a virus scan for 30 days.
- Select a scan mode. The **Full scan** takes longer and scans for malicious files, whereas the **Quick scan** only scans important files and installed apps.
- Configure the update settings for the antivirus database.
- Switch on **Only update over Wi-Fi** to reduce mobile data usage.

Encrypting apps

Use App Lock to encrypt apps and prevent unauthorized access.

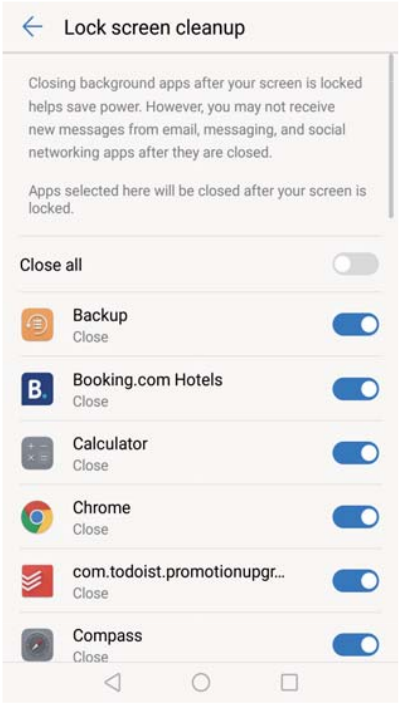
1. Open **Phone Manager**.
2. Touch **App lock**. When you access App Lock for the first time, follow the onscreen instructions to set a four-digit PIN and password reminder.
3. Turn on the switch next to the apps that you want to encrypt. You will need to enter the PIN each time you open an encrypted app.

   On the App Lock screen, touch to change the PIN or disable App Lock.

Setting apps to close automatically when the screen is locked

Choose which apps you want to close when the screen is locked to reduce power consumption and mobile data usage.

1. Open **Phone Manager**.
2. Touch **Lock screen cleanup**.
3. Turn on the switch next to the apps that you want to close.



The selected apps will close automatically when the screen is locked. You may not receive new messages from email, messaging, and social networking apps after they are closed.

Configuring Phone Manager

Adding shortcuts

Create home screen shortcuts for frequently-used Phone Manager features.

1 Open **Phone Manager**.

2 Touch > **Shortcuts** and switch on the feature that you want to add to the home screen.

Tools

Logging in to two social media accounts at the same time

Log in to two Whatsapp or Facebook accounts at the same time to keep your work and personal life separate.

This feature only works with Facebook and WhatsApp.

1 Open **Settings**.

2 Touch **App twin**. Turn on the Facebook or WhatsApp switches as desired.

- When **App twin** is enabled for an app, two app icons will appear on the home screen, allowing you log in to two accounts at the same time.
- Press and hold the App twin icon to disable the feature.

Health

Recording exercise data

Record workout data to monitor your fitness.

1 Open **Health**.

2 Choose an activity. Enter your exercise goals and touch **Get started** to start your workout. Your phone will automatically record exercise data, including your route, time, distance, speed, and calorie count.

Weather

Viewing weather information

Access detailed weather information and weather forecasts to help you plan ahead.

Open **Weather**. You can:

- **View the current weather**: View the current weather conditions, temperature, air quality index, comfort index, wind direction, wind speed, sunrise/sunset times, and moon phase.
- **View weather warnings**: View alerts about extreme weather conditions.
- **View the weather forecast**: Swipe up on the screen to view an hour-by-hour forecast for the next 24 hours, as well as predicted maximum and minimum temperatures for the next few days.
- **Refresh weather information**: Swipe down on the screen to refresh the weather forecast for the current city. Weather forecasts are updated regularly throughout the day. The forecast

publication time is displayed underneath the city name; swipe down on the screen to view the time that the forecast was last updated.

- **View weather for other cities**: Swipe left or right on the screen to view the weather forecast for other cities.
- **Enable weather sounds**: Weather sounds are disabled by default. To enable them, touch , and then turn on the **Weather tones** switch.
- **Change temperature unit**: The temperature unit is set according to the system language. Touch > **Temperature unit** to change the unit to Fahrenheit or Celsius.

Adding and deleting cities

Add multiple cities to keep track of the weather in cities of interest to you.

Configuring your home city

1 Open **Weather**.

2 Touch > **Weather widget** and select **Add city** under **Home city**. Choose a city from the list, or search for a city in the search bar.

- When you are in your home city, only the home city's weather forecast will be displayed on the home screen.
- When you are not in your home city, the weather forecast for your current location and your home city will be displayed on the home screen.

Managing cities

1 Open **Weather**.

2 Touch . You can:

- **Add a city**: Touch + . Select a city from the list, or search for a city in the search bar. You can add up to 10 cities.
- **Remove a city**: Touch and hold the city you want to remove, and then touch ⊗ > ✓.
- **Move a city**: Touch and hold a city, and then touch and hold the = icon next to a city and drag it to the desired position, touch ⊗ > ✓.

Updating weather information

1 Open **Weather**.
2 Swipe left or right to find the desired city.
3 Swipe down on the screen to update the weather information.

You can also configure automatic weather updates. Touch ⚙ and switch on **Auto update**. Configure the **Update interval**. Your phone will automatically update weather data at the scheduled interval.

Adding a weather widget

Add a widget to view weather information on the home screen.

1 On the home screen, touch and hold a blank area or pinch two fingers together to open the home screen editor.
2 Touch **Widgets**. Select **Weather** and choose a widget style.

Clock

Managing alarms

Set an alarm to wake you up or remind you about important events.

Open **Clock**. From the **Alarm** tab, you can:

- **Add an alarm**: Touch + and set the alarm time, ringtone, repeat settings, and more. Touch ✓ to apply the settings.
- **Enable or disable an alarm**: Touch the switch next to an alarm.
- **Configure the alarm settings**: Touch ⚙ and go to **ALARM** to configure the snooze duration, silent mode settings, and volume button behavior.
- **Delete an alarm**: Touch and hold the alarm you want to delete, and then touch ⊗ > ✓.
- **Turn off an alarm**: Touch **Slide to turn off alarm** at the bottom of the lock screen.
- **Mute an alarm**: Press the volume down button.

- **Snooze for 10 minutes**: Press the power button. The alarm will go off again after 10 minutes. To turn off the alarm, swipe down from the top of the screen to open the notification panel, and then touch the alarm notification.
- **Enable alarms when your phone is powered off**: Select **Keep alarm active, will ring in** . Alarms will still go off when your phone is switched off.

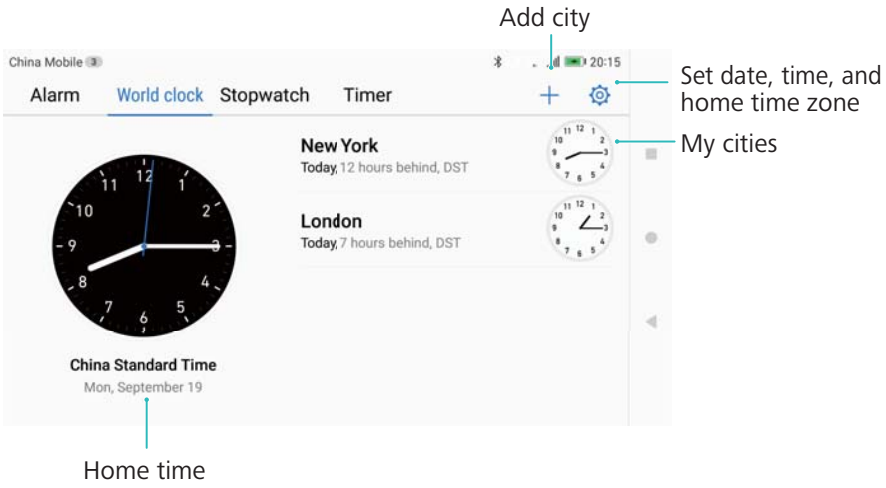
Configuring the world clock

Add multiple clocks to view the time in various cities around the world.

1 Open **Clock**.

2 From the **World clock** tab, you can:

- **Add a city**: Touch . Enter a city name or select a city from the list.
- **Set the home time zone**: Touch . Switch on **Display home clock**, touch **Home time zone**, and then select your home time zone.
- **Set the system date and time**: Touch > **Date & time** and configure the settings.
- **Delete a city**: Touch and hold the city you want to delete. Touch next to the city, and then touch .



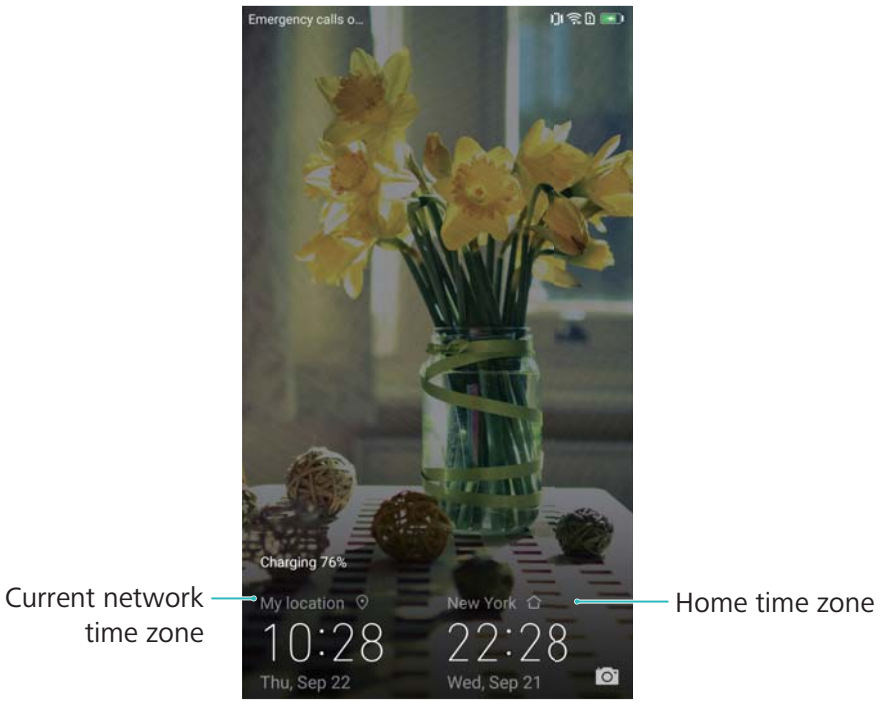
Enabling dual clocks

By default, your phone displays the network time. Enable dual clocks to display the time in your current time zone and your home time zone on the lock screen.

1 Open **Clock**.

2 Under **World clock**, touch > **Date & time** > **Dual clocks** .

3 Switch on **Dual clocks**. Touch **Home city** and select your home time zone from the list of cities.



Only one clock is displayed when the local time zone is the same as the home time zone.

Stopwatch

1 Open **Clock**.

2 Go to the **Stopwatch** tab and touch to start the stopwatch.

While the stopwatch is running, touch to count laps. Swipe up on the timer in the middle of the screen to view your lap data.

3 Touch to pause the stopwatch.

4 Touch to resume the stopwatch, or to reset the stopwatch.

The screen will stay on when the stopwatch is running.

Timer

1 Open **Clock**.

2 Go to the **Timer** tab and swipe up or down to set the countdown time.

3 Touch to start the timer.

4 When the timer goes off, swipe the screen to silence the ringtone.

When the timer is counting down, touch to pause the countdown, or to reset the timer.

Smart Controller

About Smart Controller

Your phone features an infrared sensor. Use the **Smart Controller** feature to pair your phone with infrared appliances. You can then use your phone to control TVs, air conditioners, set-top boxes, DVD players, cameras, projectors, and network devices.

- For help, touch **Help**.
- Smart Controller works with infrared appliances. It does not support other control protocols such as Bluetooth.
- There is currently no industry standard for infrared codes. As a result, Smart Controller might not be compatible with all infrared appliances.

Adding a remote control

Smart Controller has built-in support for thousands of remote controls from different brands. You can find and add appliances by product type and brand.

1. Open **Smart Controller**.
2. Touch + to add a remote.
3. Select the appliance category and brand. A frequently-used button for that appliance will then appear on the screen (such as the power button.)
4. When prompted, point your phone at the appliance from a close distance and press the button on the screen. Check to see if the appliance responds.
   - If the appliance functions properly, touch **Yes**, and then test another button.
   - If the device does not respond or does not function properly, touch **No** to try a different remote.
5. After checking that frequently-used buttons function properly, touch **OK** to save the remote.

Customizing a remote control

If your appliance is not listed, you can add a remote manually. To do this, point your phone at the remote control and use the auto-learn feature to learn the IR code for each button.

- You will need the physical remote control for your appliance.
- You cannot use the auto-learn feature with air-conditioner remotes.

1. Open **Smart Controller**.
2. Touch + > **Customize**.
3. Swipe left or right on the screen to select a remote control template (for example, for a TV or set-top box).

4 Select the button that you want to auto-learn.

5 When prompted, align the infrared sensor at the top of the phone with the infrared emitter on the physical remote. Both devices should be within 5 cm (2 inches) of each other. On the physical remote, press and hold the button you want to auto-learn for at least two seconds.

6 If auto-learn is successful, the **Save** button at the bottom of the screen will become available. Touch this to save the IR code and continue adding other buttons.

7 Repeat steps 4, 5, and 6 to configure other buttons.

8 Touch > **OK** to save the remote.

Using Smart Controller

After adding remotes, open **Smart Controller** and select the remote for the appliance you want to operate. To use a remote, first point the infrared emitter on your phone at the appliance. The appliance must be within range and in direct line of sight.

If the appliance does not respond to one of the buttons on the remote, touch the icon at the top of the screen. Select the unresponsive button and follow the onscreen instructions to re-learn it.

Managing remotes

You can pin, edit, rename, or delete Smart Controller remotes. You can also enable or disable keypress sounds and vibrations.

Pinning, editing, renaming, or deleting a remote

1 Open **Smart Controller**.

2 Touch and hold a remote. You can then **Delete**, **Rename**, **Pin to top** or **Edit** it.

- You cannot pin a remote if it is already at the top of the list.
- You cannot edit air conditioner remotes.

Configure keypress sounds

1 Open **Smart Controller**.

2 Touch to open the **Settings** interface. You can switch **Keypress sound** and **Keypress vibration** on or off.

Sound recorder

Recording sound

Use the Recorder app to record sound in a variety of different scenarios, such as meetings, interviews, or your own voice.

1 Touch **Sound Recorder**.

2 Swipe left or right to select a recording mode.

- **Meetings**: Select **Meeting** to automatically detect the direction of the sound source and increase the frequency response for that direction. Recommended for meetings with three or more participants.
- **Interviews**: Select **Interview** for conversations between two people.
- **Standard**: Select **Normal** to record music or your own voice.

3 Touch **Start** to start recording.

4 Touch **Pause** or **Resume** to pause or resume the recording.

Add a tag: Add a **Quick tag** or **Photo tag** for easy reference.

5 Touch **Stop** to end the recording. Enter a file name (**New recording**) and touch to save.

- Your phone will not ring if you receive a call during a recording.
- When the Recorder app is recording sound in the background, use the controller in the notification panel to **Pause**, **Resume**, or **Stop** the recording.

Playing a recording

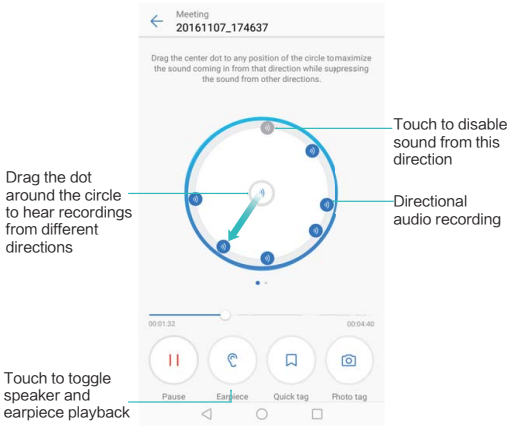
Play sound from a particular direction, or start playback from a tagged location.

1 Touch **Sound Recorder**.

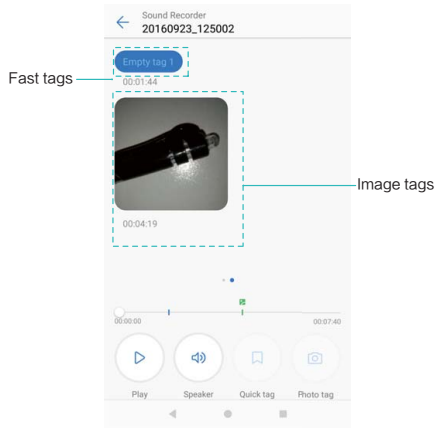
2 Select **Recordings**.

3 Select a recording. On the playback screen, you can:

- **Play or mute sound from a particular direction**: When playing an omnidirectional recording, touch a blue speaker icon to mute sound from that direction, or drag the icon in the center of the circle to a blue speaker icon to play sound from that direction.


Meeting
20161107_174637
Drag the center dot to any position of the circle tomaximize the sound coming in from that direction while supressing the sound from other directions.
Touch to disable sound from this direction
Drag the dot around the circle to hear recordings from different directions
Directional audio recording
Touch to toggle speaker and earpiece playback
Pause
Earpiece
Quick tag
Photo tag

- **Select a tag**: Swipe left on the playback screen to view recording tags, and then select a tag to start playback from the corresponding location.



- **Change the playback mode**: Switch between **Earpiece** and **Speaker**.

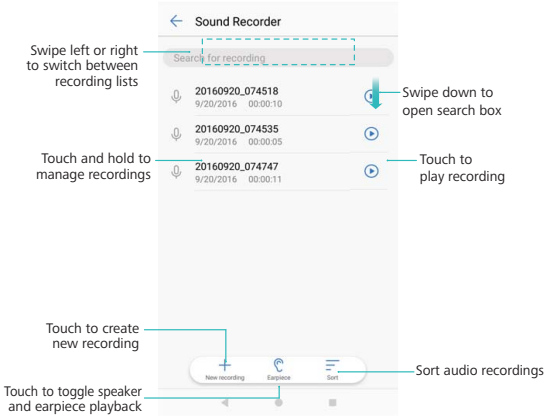
Managing recordings

Share, rename, and sort recordings.

1 Touch **Sound Recorder**.

2 Select **Recordings**.

3 On the file management screen, you can sort, share, and rename recordings.



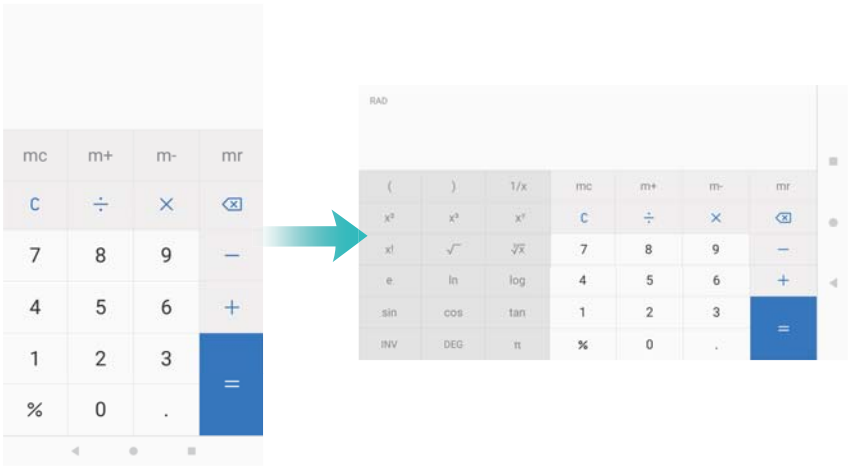
Calculator

Use the calculator

1 Open **Tools**.

2 Touch **Calculator** to open the standard calculator.

3 Rotate the screen to access the scientific calculator.



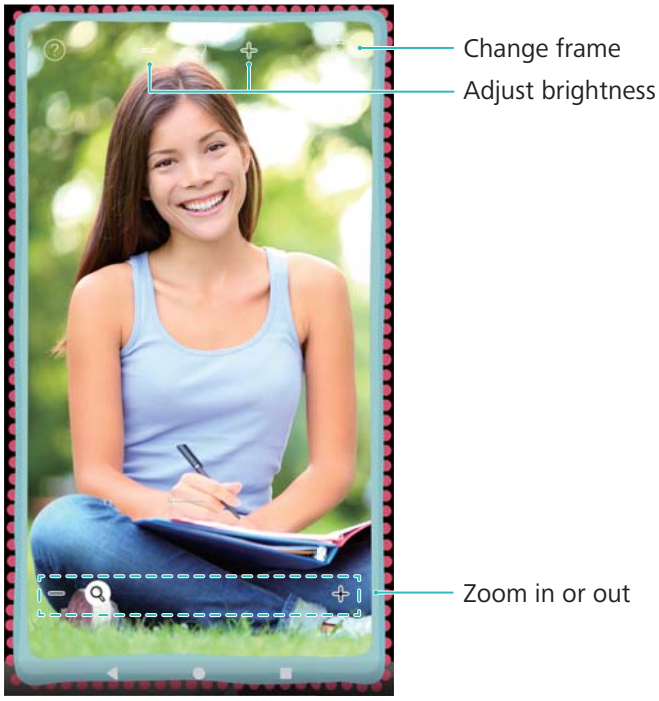
Calculator shortcut

Swipe up from the bottom of the lock screen to display lock screen features and tools, and then touch to open the calculator.

The calculator will still rotate when auto-rotation is disabled.

Mirror

Your phone can double up as a mirror.



Open **Mirror**. You can:

- **Save an image**: Touch the screen and select to save the image to Gallery. Your phone will return to the mirror once the image has been saved.
- **Zoom in or out**: Drag the slider at the bottom of the screen.
- **Adjust the brightness**: Touch the plus or minus symbol at the top of the screen.

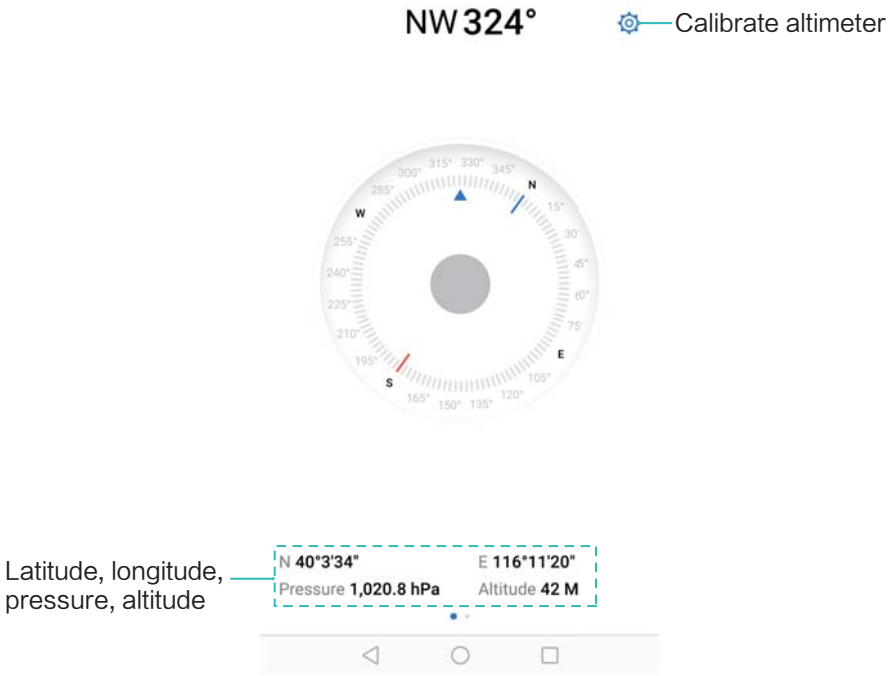
- **Steam up the mirror**: When you blow into the microphone, the mirror will display a 'steamed up' effect. Wipe the screen to remove this effect.
- **Crack the mirror**: Touch and hold the screen. The mirror will crack, and you will head a sound effect. Touch the mirror to remove this effect.

Compass

When opening **Compass** for the first time, follow the onscreen instructions to tilt your phone and calibrate the compass.

Touch **Compass** to open the compass and view your bearings. The compass also displays the latitude, longtitude, atmospheric pressure, and altitude. Swipe left to view the spirit level.

Touch and switch on **Online altitude calibration** to connect to the Internet for more accurate latitude, longitude, atmospheric pressure, and altitude data.



Flashlight

Using the flashlight

1 Swipe up from the bottom of the lock screen to display lock screen features and tools.

2 Touch to turn on the flashlight.

- When the screen is unlocked, swipe down from the status bar and touch to turn on the flashlight.
- Alternatively, open **Tools** and touch **Flashlight** > .

Turning off the flashlight

Turn off the flashlight after use to avoid draining the battery.

1 Swipe up from the bottom of the lock screen to display lock screen features and tools.

2 Touch to turn off the flashlight.

- When the screen is unlocked, swipe down from the status bar and touch to turn on the flashlight.
- Alternatively, open **Tools** and touch **Flashlight** > .

System Features and Settings

Power on and off timer

Use the power on and off timer to reduce power consumption and prevent disturbances when you're asleep.

Touch **Settings** > **Smart assistance** > **Scheduled power on/off**. Switch on **Scheduled power off** and **Scheduled power on**, and then configure the power on and off time and repeat settings. Your phone will automatically turn on or off at the preset time.

To disable the timer, switch off **Scheduled power off** and **Scheduled power on**.

Restarting your phone

You may notice a drop in performance when your phone has been powered on for a long time. Restart your phone regularly to clear cached files and ensure optimal performance.

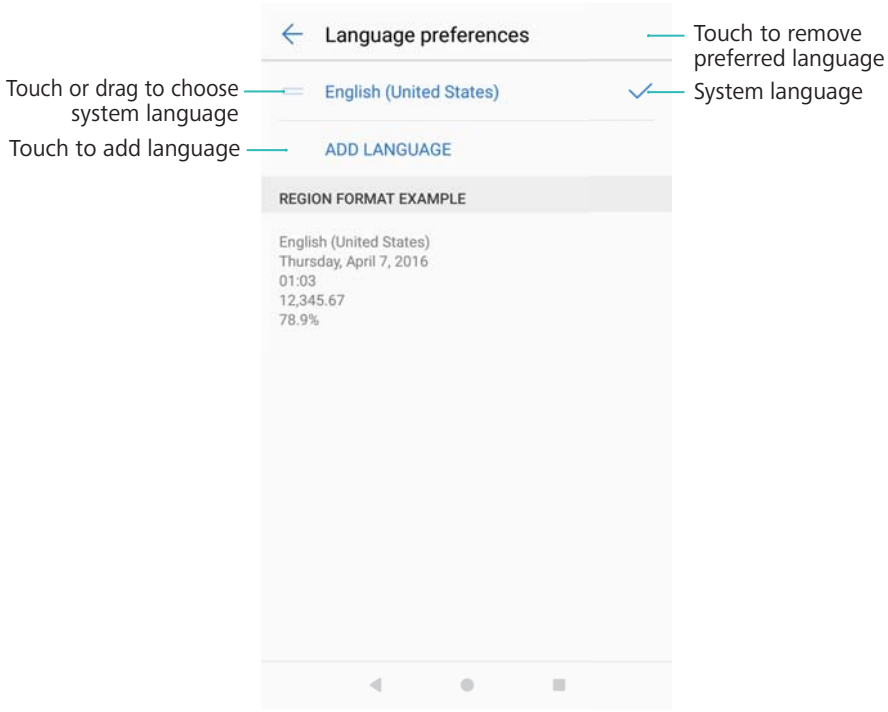
To restart your phone, press and hold the power button for 3 seconds, and then touch **Restart**.

To force your phone to restart, press and hold the power button until your phone vibrates.

Changing the system language

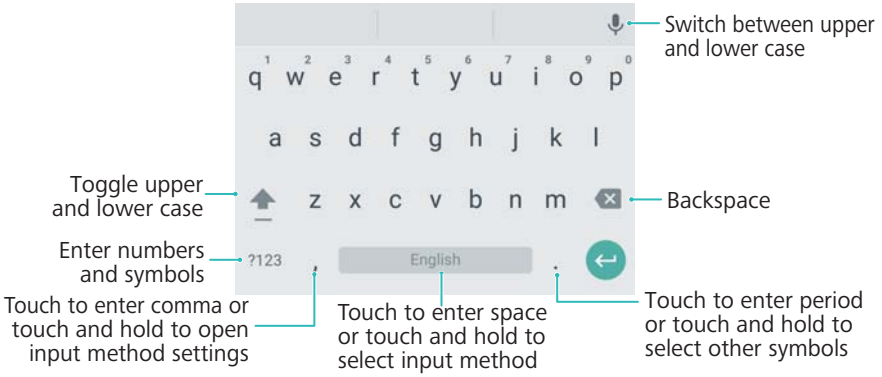
You can change the system language at any time.

1. Open **Settings**.
2. Touch **Advanced settings** > **Language & input**.
3. Touch **Language** and select the desired language.



Search for more languages: If the language you are looking for is not listed, touch **Add language** to search for a language and add it to the list.

Using the Google input method


Switch between upper and lower case
Toggle upper and lower case
Backspace
Enter numbers and symbols
?123
English
Touch to enter comma or touch and hold to open input method settings
Touch to enter space or touch and hold to select input method
Touch to enter period or touch and hold to select other symbols

The Google input method supports a wide range of languages. Touch > **Advanced settings** > **Language & input** > **Google Keyboard** > **Input languages** and switch off **Use system language**.

Input method settings

Adding a keyboard

1 Open **Settings**.

2 Touch **Advanced settings** > **Language & input** and select **Virtual keyboard** under **Keyboard & input methods**.

3 Touch **Add virtual keyboard** and switch on the keyboard that you want to add.

After adding a keyboard, you can configure the keyboard settings to suit your needs.

Displaying the onscreen keyboard when your phone is connected to a physical keyboard

When your phone is connected to a physical keyboard, you can choose whether to disable the onscreen keyboard.

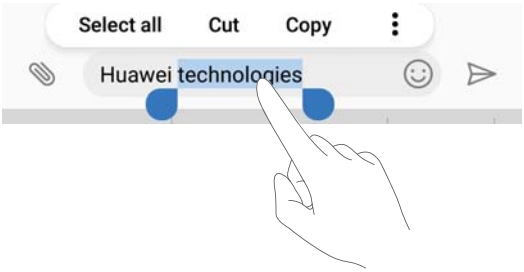
1. Open **Settings**.
2. Touch **Advanced settings** > **Language & input** and select **Physical keyboard** under **Keyboard & input methods**.
3. Switch on **Show virtual keyboard**.

Selecting the default input method

1. Open **Settings**.
2. Touch **Advanced settings** > **Language & input**. Under **Keyboard & input methods**, touch **Default keyboard** and select the desired input method. Your phone will automatically enable the default input method when you enter text.

Editing text

Select, cut, copy, paste, and share text.



Selecting text

1. Touch and hold the text until appears.
2. Drag and to select a section of text, or touch **Select all** to select all text.

Copying text

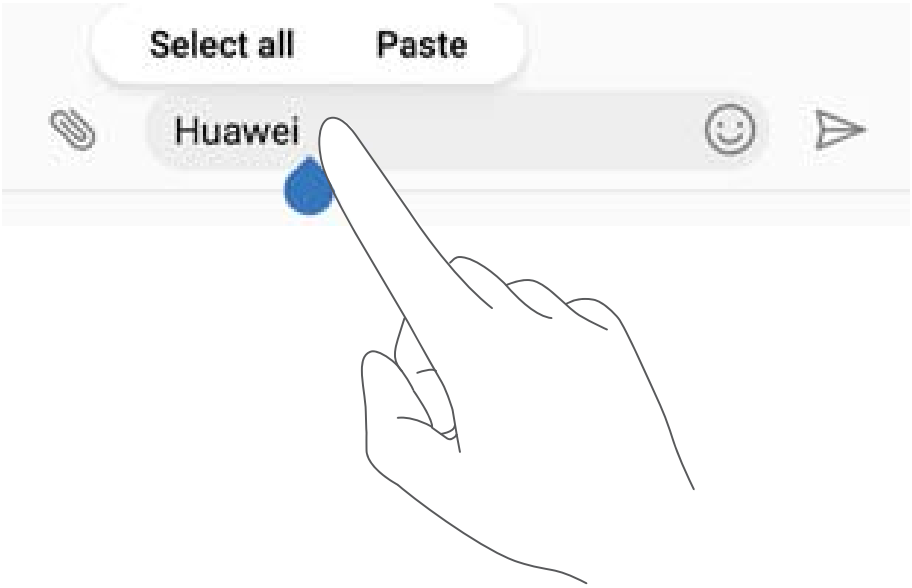
Select the text you want to copy and touch **Copy** to copy it to the clipboard.

Cutting text

Select the text you want to cut and touch **Cut** to move it to the clipboard.

Pasting text

Touch and hold where you want to insert the text, and then touch **Paste**.



The pasted text will remain available in the clipboard until you cut or copy other content.

Sharing text

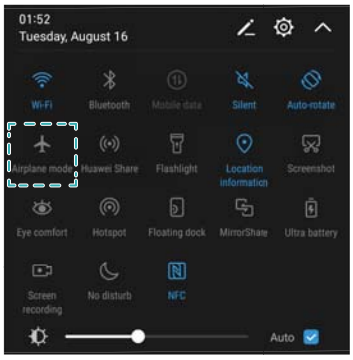
Select the text you want to share and touch **Share**. Choose how you want to share the text and follow the onscreen instructions.

Airplane mode

To avoid interference, please enable airplane mode when you are on board a plane. When enabled, you will not be able to make or receive calls, or use mobile data, Bluetooth or Wi-Fi. However, you will still be able to play music, watch videos, and use apps that do not require an Internet connection.

Use any of the following methods to enable or disable airplane mode:

- **Use the shortcut switch**: Swipe down from the status bar to open the notification panel. In the **Shortcuts** tab, touch ⌄ to display all shortcut switches, and then toggle the **Airplane mode** switch.



- **Go to Settings**: Open **Settings** and toggle the **Airplane mode** switch.

When airplane mode is on, Wi-Fi, Bluetooth, and mobile data will be disabled automatically, and you will not be able to make or receive calls. will be displayed in the status bar.

Updating your carrier settings

Update your carrier settings to improve cellular network connectivity and call quality.

1. Open **Settings**.
2. Touch **More** > **Link+ live update** > **Automatic data update** and follow the onscreen instructions to configure the update settings.

   By default, carrier settings are updated automatically when you connect to the Internet over Wi-Fi. When you select to update automatically over all networks, your phone will automatically download carrier updates over Wi-Fi and mobile data. Data charges may apply.

Configuring the sound settings

Adjusting the system volume

Adjust the ringtone, media, alarm, and call volume to suit your needs.

1. Open **Settings**.
2. Touch **Sound** > **Volume** to adjust the ringtone, media, alarm, and call volume.

Configuring silent mode

Enable silent mode to avoid disturbing others in quiet surroundings, such as when you are in a meeting. Once enabled, your phone will not ring when you receive an incoming call or message, but the screen will still turn on. If you have enabled vibrations, your phone will vibrate to alert you of incoming calls and messages.

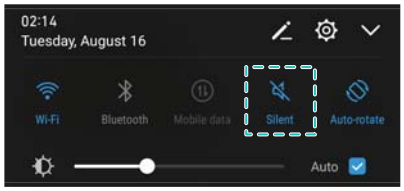
1. Open **Settings**.
2. Touch **Sound**, switch on **Silent mode**. Your phone will not ring when you receive an incoming call or message, but the screen will still turn on.

   - **Vibrate in silent mode**: When **Silent mode** is enabled and **Vibrate in silent mode** is switched on, your phone will vibrate when you receive an incoming call or message.

Quickly switch between Silence mode, Vibration, Sound mode

Quickly switch between Silence mode, Vibration, Sound mode from the status bar.

Swipe down from the status bar and open the shortcuts tab. Touch to switch between **Sound**, **Silent**, and **Vibration** mode.



Setting the default notification tone

Choose a preset ringtone or a music file as the notification tone for messages, emails, and other notifications.

1 Open **Settings**.

2 Touch **Sound** > **Default notification tone** and choose a new notification **Ringtone** or a **Music** file.

Configuring dialpad touch tones

1 Open **Settings**.

2 Touch **Sound** > **Dialer touch tones** and select Default, Melody or None.

Enabling or disabling system alert sounds and haptic feedback

1 Open **Settings**.

2 Touch **Sound**. You can enable or disable **Touch sounds**, **Screen lock sound**, **Screenshot tone**, and **Vibrate on touch**.

When **Vibrate on touch** is enabled, your phone will vibrate when you touch a key on the navigation bar or unlock the screen.

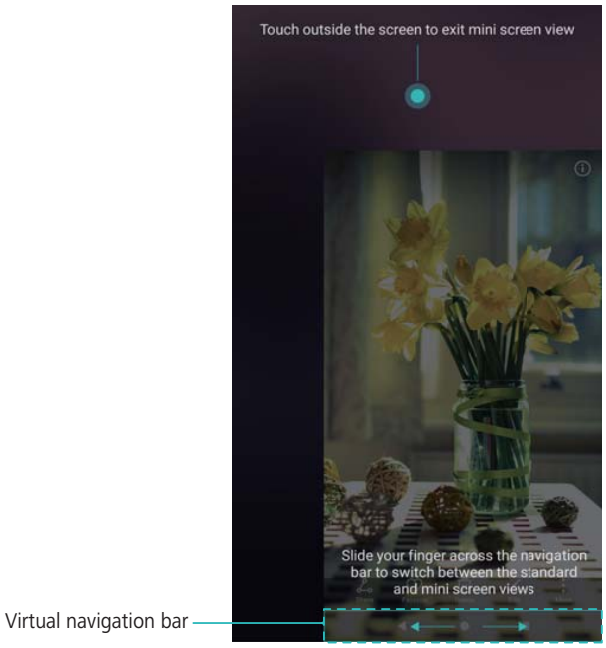
One-hand mode

Enable mini screen view or the shifting keyboard to make it easier to use your phone with one hand.

1 Open **Settings**.

2 Touch **Smart assistance** > **One-hand UI**. You can:

- **Shrink the screen**: Switch on **Mini screen view**. The screen will shrink to the bottom left or right corner, bringing everything within reach.


Touch outside the screen to exit mini screen view
Slide your finger across the navigation bar to switch between the standard and mini screen views
Virtual navigation bar

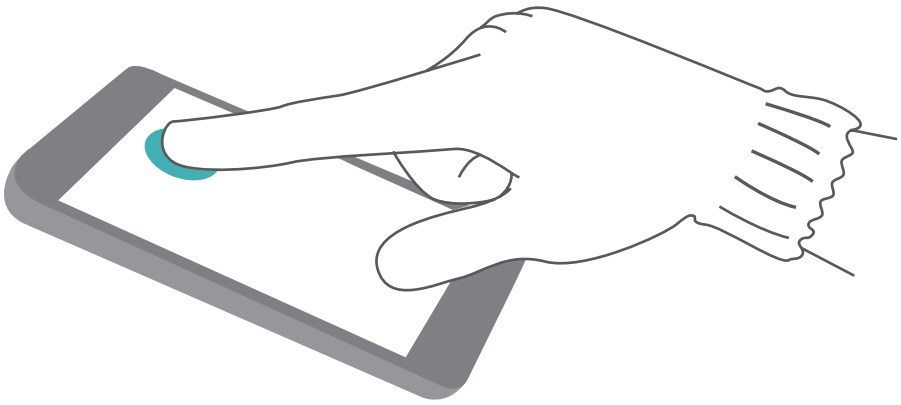
- **Enable the shifting keyboard**: Switch on **Shifting keyboard**. The dialer, in-call menu, and lock screen dialpad will shrink to the corner of the screen for easier one-handed typing. Touch the arrow next to the keyboard to move the keyboard to the other side of the screen.

Gloves mode

Enable gloves mode so that you can continue to use your phone when wearing gloves.

1 Open **Settings**.

2 Touch **Smart assistance** and switch on **Gloves mode**.



Do not disturb

Do not disturb mode

Do not disturb mode allows you to work or relax in peace and quiet. Your phone will only notify you about important calls or messages.

1 Open **Settings**.

2 On the **Do not disturb** screen, switch on **Do not disturb**.

3 Touch **Do not disturb mode**. You can:

- **Configure the incoming call and message settings**: Select **Allow only priority interruptions**. Touch **Define priority interruptions** and add contacts to the **Calls** and **Messages** lists. When do not disturb mode is enabled, your phone will only ring when you receive calls or messages from contacts in the list.

  Select **Whitelist only** to only receive calls or messages from contacts in your **Call/message whitelist**.

- **Enable alarm ringtones in do not disturb mode**: Select **Alarms only** to only allow alarm ringtones. Your phone will not ring when you receive incoming calls or messages. You cannot configure priority interruptions.
- **Disable all interruptions**: Select **Don't interrupt** to disable all ringtones and vibrations. The screen will not turn on for incoming calls, messages, or alarms. You cannot configure priority interruptions.

Configuring the do not disturb timer

Configure the timer to automatically enable or disable do not disturb mode at a preset time.

1 Open **Settings**.

2 Touch **Do not disturb** and select **Time rule** to access the SIM lock settings.

3 Configure the **Repeat** settings and the **Start time** and **End time**.

4 On the **Do not disturb**screen, switch on **Time rule**.

Enabling do not disturb mode for events in your Exchange calendar

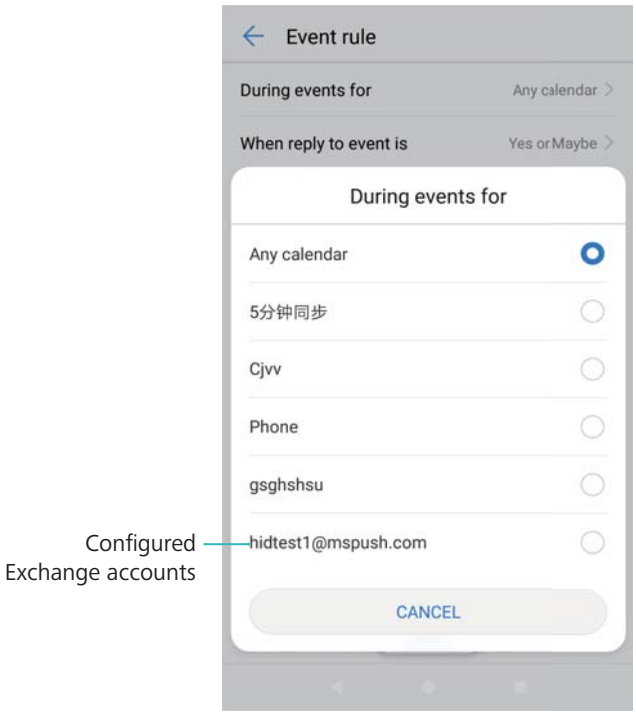
Log in to your Exchange account and sync the calendar. A message will be displayed on the notification bar when you receive a meeting invitation in your Exchange account. Your phone will decide whether to enable do not disturb mode based on your response to the invitation.

To add an Exchange account, see Adding an email account. For more information on how to sync the calendar with your Exchange account, see Syncing events.

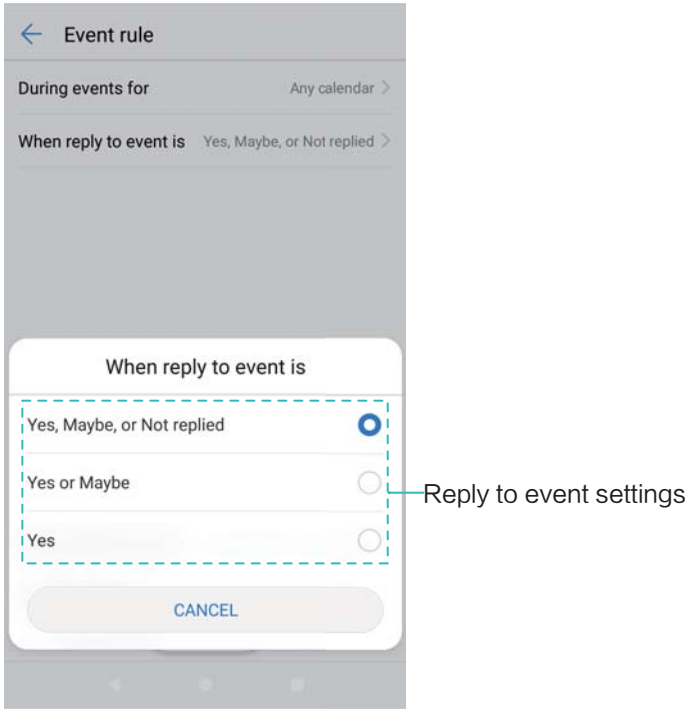
1 Open **Settings**.

2 Touch **Do not disturb** and select **Event rule** to access the SIM lock settings.

3 Touch **During events for** and select your Exchange account.



4 Touch **When reply to event is**. You can:



- When **Yes, Maybe, or Not replied** is selected, do not disturb mode is enabled for meetings if you responded Yes or Maybe to the Exchange meeting invitation, or if you did not respond. Do not disturb mode is not enabled if you declined the invitation.

- When **Yes or Maybe** is selected, do not disturb mode is enabled for meetings if you responded Yes or Maybe to the Exchange meeting invitation. Do not disturb mode is not enabled if you declined the invitation or did not respond.
- When **Yes**is selected, do not disturb mode is enabled for meetings if you responded Yes to the Exchange meeting invitation. Do not disturb mode is not enabled if you responded Maybe, declined the invitation, or did not respond.

Select Any calendar to automatically enable do not disturb mode for all events, including events in Calendar and your Exchange account.

Enabling do not disturb mode for events in your calendar

Set your phone to automatically enable do not disturb mode for events in Calendar.

1. Open **Settings**.
2. Touch **Do not disturb**. touch **Event rule** to configure the settings.
3. Touch **During events for** and select **Phone**.
4. On the **Do not disturb**screen, switch on **Event rule**.

- Enable do not disturb mode automatically for events in your phone's **Calendar**. For more information on how to add an event, see Creating an event.
- Select Any calendar to automatically enable do not disturb mode for all events, including events in Calendar and your Exchange account.

Adding do not disturb rules

1. Open **Settings**.
2. Touch **Do not disturb** > **Add rule**.
3. Select **Time rule** or **Event rule**, and then touch **OK** to configure a time or event rule.

Setting up an account

Adding an account

Add an email or social media account to sync your emails and messages to your phone.

1 Open **Settings**.

2 Touch **Accounts** > **Add account**. Select an account type and follow the onscreen instructions to enter the account information.

- You must install the corresponding app before you can add a third-party account.
- For more information on adding email and company accounts, see Adding an email account.

Deleting an account

1 Open **Settings**.

2 Touch **Accounts** and select an account type.

3 Select the account that you want to delete and follow the onscreen instructions.

Syncing data with your phone

Enable the sync feature to keep all of your phone's data up-to-date and prevent data loss. You can sync emails, contacts, and other data from your old phone or computer.

The type of data that can be synced depends on the account type.

1 Open **Settings**.

2 Select **Accounts**.

3 Touch ⋮ in the top-right corner of the screen. Select **Auto-sync data** and follow the onscreen instructions.

If the data sync switch is turned off, you can sync data manually by selecting an account and touching ↻.

Viewing memory and storage information

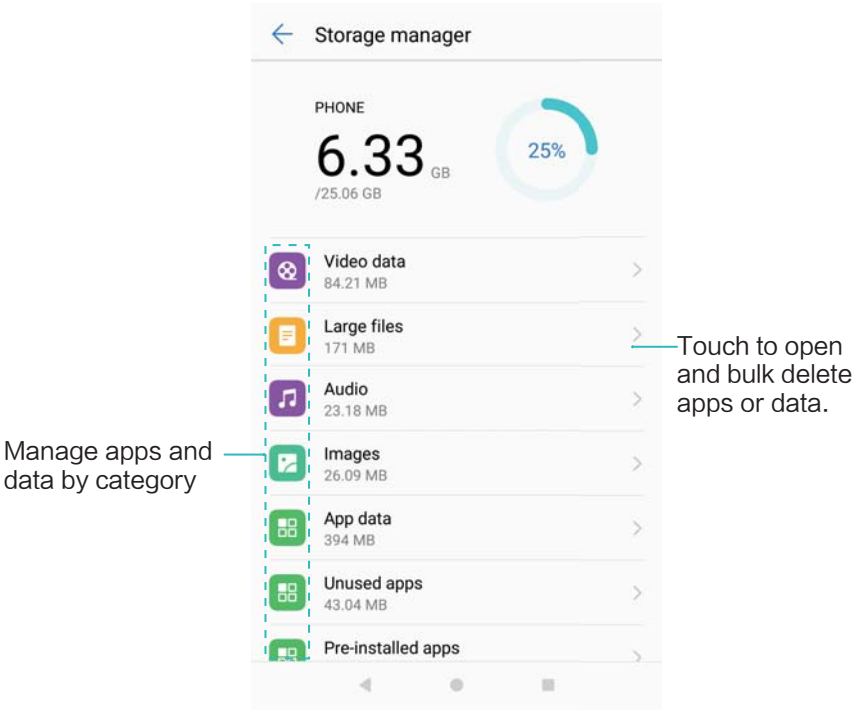
View detailed memory and storage information and clear system trash to optimize performance.

1 Open **Settings**.

2 Touch **Memory & storage** to view memory and storage information.

- **View app storage information**: Touch **Memory** > **Memory used by apps** to see which apps are taking up the most space.
- **Clear system trash**: Select **Storage cleaner**. Your phone will automatically scan for system trash and prompt you to delete unnecessary files to optimize performance.

- **Manage storage**: Touch **Storage cleaner** > **Storage manager** to batch delete or uninstall apps and other data.



Setting the date and time

Your phone automatically sets the date and time using network-provided values. You can also set the time manually and display it in 12 or 24-hour format.

1 Open **Settings**.

2 Touch **Advanced settings** > **Date & time**. You can:

- **Set the time and date automatically using network-provided values**: Switch on **Automatic date & time**. Turn off the switch to set the time manually.
- **Set the time zone automatically using network-provided values**: Switch on **Automatic time zone**. Turn off the switch to set the time zone manually.
- **Display the time in 24-hour format**: Switch on Use 24-hour format to display the time in 24-hour format. By default, the time is displayed in 12-hour format.

Enabling location access

Enable location-based services to ensure that map, navigation, and weather apps can access your location information.

Configuring the location settings

- Features may vary depending on your carrier.

1 Open **Settings**.

2 Touch **Advanced settings** > **Location access**.

3 Switch on **Access my location**. You can choose from three different modes:

- **Use GPS, Wi-Fi, and mobile networks**: Uses GPS and your phone's Internet connection. Enable this option for highly accurate positioning.
- **Use Wi-Fi and mobile networks**: Only uses your phone's Internet connection. Enable this option for reduced power consumption and longer standby times.
- **Use GPS only**: Does not require an Internet connection. Enable this option to reduce mobile data usage.

Increasing indoor positioning accuracy

Your phone uses Wi-Fi and Bluetooth for more accurate positioning when you are indoors.

1 Open **Settings**.

2 Touch **Advanced settings** > **Location access**.

3 Touch ⋮ > **Scan settings**. You can:

- Switch on **Wi-Fi scanning**. Location apps and services will continually scan for Wi-Fi networks for more accurate positioning.
- Switch on **Bluetooth scanning**. Location apps and services will search for Bluetooth devices for more accurate positioning.

Restoring system settings

Restore the network, fingerprint ID, and screen lock settings on a regular basis to keep your phone secure.

1 Open **Settings**.

2 Touch **Advanced settings** > **Backup & reset**

3 Touch **Reset all settings** and follow the onscreen instructions to restore the settings.

Restoring the network settings

Your phone will automatically connect to previously used Wi-Fi networks and Bluetooth devices. You can restore the network settings to clear your connection history.

1 Open **Settings**.

2 Touch **Advanced settings** > **Backup & reset**.

3 Touch **Network settings reset** and follow the onscreen instructions to restore the settings.

Restoring factory settings

Restore factory settings if your phone crashes or is slow to respond.

Restoring factory settings will erase all personal data from your phone, including account information, downloaded apps, and system settings. Back up important data on your phone before restoring factory settings. For more information, see Backing up data to a microSD card.

1 Open **Settings**.

2 Touch **Advanced settings** > **Backup & reset**.

3 Touch **Factory data reset** and choose whether to format your internal storage.

Selecting **Erase internal storage** will delete all files on your internal storage, such as music and images. Proceed with caution.

4 Touch **Reset phone** to restore your phone to its factory settings.

OTA updates

Update your phone's system to the latest version to enhance performance.

Ensure that your phone is connected to the Internet before updating. Connect to a Wi-Fi network before updating to avoid incurring data charges. In addition, ensure that your phone has sufficient battery power remaining.

- Using unauthorized third-party software to update your phone may render your phone unusable or put your personal information at risk. For optimum results, use the OTA update feature or take your phone to your nearest Huawei service center.
- Your personal data may be erased during a system update. Always back up important data before updating your phone.
- When updating, ensure that your phone has at least 20% battery power remaining.
- After updating, you may find that some third-party apps are incompatible with your system, such as Internet banking applications and games. This is because it takes a while for third-party application developers to release updates for new Android releases. Please wait until a new version of the application is released.

Touch **Settings** > **About phone** > **Build number** to view your phone's version number.

1 Open **Settings**.

2 Touch **Updater**. Your phone will automatically check for updates.

3 Select the latest version to download the update package.

4 Once the download is complete, touch **Update**. The update process may take a while to complete. Do not use your phone before it has finished updating. Your phone will restart automatically when it has finished updating.

Viewing product information

Renaming your device

Rename your device to make it easier to find when connecting other devices to your portable Wi-Fi hotspot, or when pairing other devices over Bluetooth.

1 Open **Settings**.

2 Touch **About phone** > **Device name** and rename your device.

Viewing your model number and version information

View your model number and system version information.

1 Open **Settings**.

2 Touch **About phone** to view your model number, version number, EMUI version, and Android version.

Viewing your IMEI

All phones have a unique 15-digit IMEI that you can use to verify if your device is genuine.

1 Open **Settings**.

2 Touch **About phone** to view the IMEI.

Dual-SIM phones have two IMEIs.

Viewing your phone's specifications

View your phone's specifications using a few simple steps. You can view information about your processor, memory, screen resolution, and more.

1 Open **Settings**.

2 Touch **About phone**. Swipe up or down on the screen to view information about the processor, RAM, internal storage, screen resolution, and more.

Accessibility features

About TalkBack

TalkBack is an accessibility service that provides audible prompts and captions to help visually and hearing impaired users interact with their devices.

Enabling TalkBack

TalkBack is an accessibility feature designed for visually and hearing impaired users. It provides audible prompts and captions to help you operate your phone. When TalkBack is enabled, your phone will issue audible prompts for all content that you touch, select, or enable.

Audible prompts are not available for all languages. If your language is not available, you can download a third-party speech synthesis engine. For more information, see Text To Speech (TTS) output.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** > **TalkBack**.

3 Switch on **TalkBack** and touch **OK**.

An audible tutorial will be played when you enable TalkBack for the first time. To replay the tutorial, touch to access TalkBack Settings, and then select the tutorial.

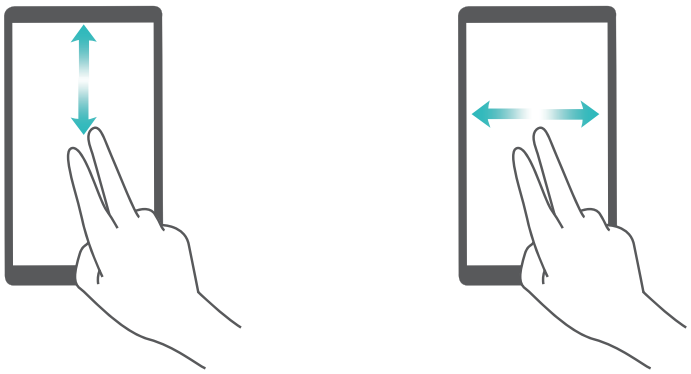
4 Touch and select **Explore by touch**. To enable audible prompts for content that you touch, enable **Explore by touch**.

Disable TalkBack: Touch and hold the screen for three seconds while holding down the power button.

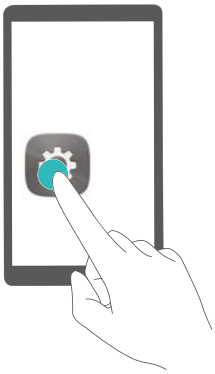
Using TalkBack to control your phone

After you have enabled TalkBack, use gestures to:

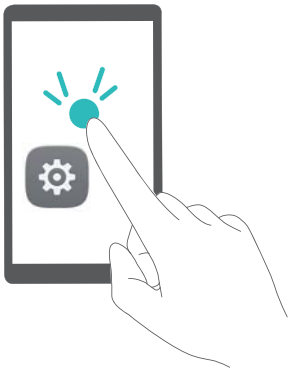
Browse the screen: Use two fingers to swipe the screen (instead of one). Swipe up or down with two fingers to scroll through menu lists. Swipe left or right to move between screens.



Select an item: Touch an item with one finger to select it (it will not open). Your phone will read out the content of the selected item.



Open an item: Double touch any part of the screen using one finger to confirm your selection from the previous step.



For example, if you want to open **Settings**, touch the **Settings** icon once using one finger, and then touch twice on any part of the screen.

Configuring the TalkBack settings

TalkBack settings can be customized to suit your needs.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** > **TalkBack** > .

3 You can adjust the feedback volume, audible feedback settings, control gestures, and more.

Captions

In addition to providing audible prompts, TalkBack also displays captions for hearing-impaired users.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** > **Captions**

3 Switch on **Captions** and configure the language, font size, and caption style.

Magnification gestures

Use magnification gestures to zoom in on a specific area.

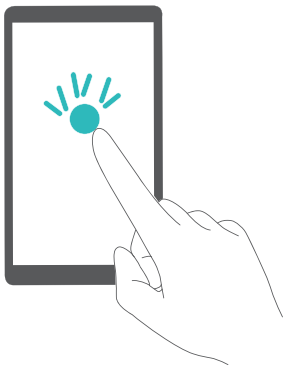
The keyboard and the navigation bar cannot be magnified.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** > **Magnification gestures**.

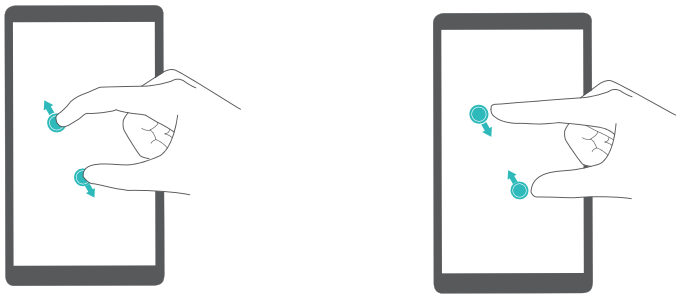
3 Turn on the **Magnification gestures** switch.

- **Zoom in**: Touch the screen three times in quick succession to zoom in. Touch the screen three times again to zoom back out. To disable **Magnification gestures**, turn off the **Magnification gestures** switch.

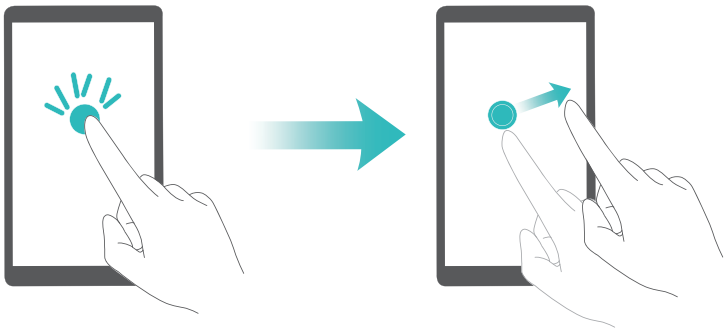


- **Browse a magnified area**: Swipe the screen using two fingers.

- **Adjust the zoom**: To zoom in, spread your fingers apart on the screen. To zoom out, pinch two or more fingers together on the screen.



- **Zoom in temporarily**: Touch the screen three times in quick succession, and then hold your finger on the screen. Swipe to browse a magnified area. Release your finger to zoom back out.



Using the power button to end a call

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** and switch on **Power button ends call**.

When this feature is enabled, press the power button to end a call.

Audible password prompts

This feature provides audible feedback for visually impaired users. When you enter a password, your phone will read out the letters and numbers as you type. Text To Speech (TTS) output requires TalkBack to be enabled.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** and switch on **Say passwords**.

When this feature is disabled, audible password prompts will only be played when a headset is connected.

Text To Speech (TTS) output

This feature converts text into speech for visually impaired users. Text To Speech (TTS) output requires TalkBack to be enabled.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility**. Switch on **Text-to-speech output**, and then select the desired speech synthesis engine and voice speed.

Configuring the touch and hold delay

Change the time that it takes for your phone to respond to touch and hold gestures.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** and select **Touch & hold delay**.

3 Select **Short**, **Medium**, or **Long** as desired.

Color correction

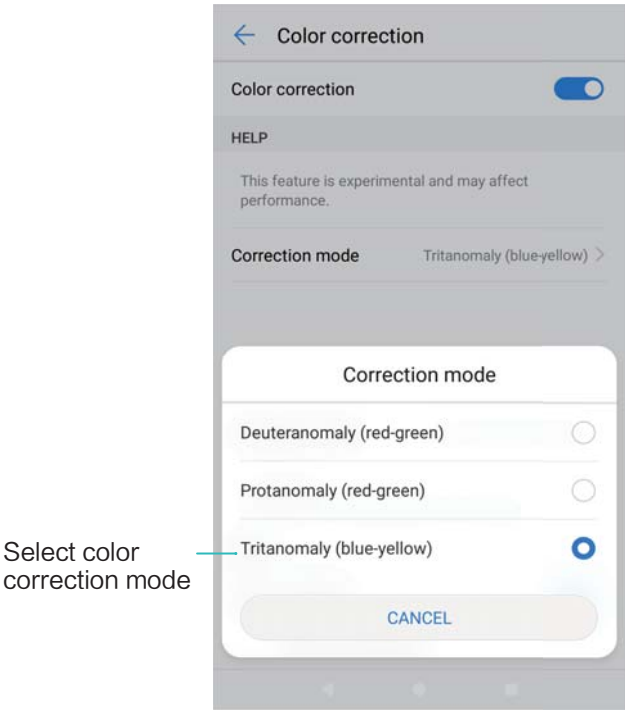
Color correction mode adjusts colors to make it easier for color vision impaired users to distinguish between different parts of the screen.

Enable this mode with caution, as it may affect your phone's performance.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** and select **Color correction**.

3 Switch on **Color correction** and select **Correction mode**.



Enabling shortcuts for accessibility features

Use the power button to quickly enable accessibility features.

1 Open **Settings**.

2 Touch **Advanced settings** > **Accessibility** and select **Accessibility shortcut**.

3 Switch on **Accessibility shortcut**. You can enable accessibility features in two ways:

- **a** Hold down the power button until you hear a confirmation tone or your phone vibrates.

  b Touch and hold the screen with two fingers until you hear a confirmation tone.

Accessories

Flip Case Mode

About flip case mode

Use a flip case to protect your phone from scratches and prevent screen damage. If the cover of your flip case has a window, you can view the time, weather forecast, missed calls, and unread message notifications without lifting the cover.

We recommend that you use a Huawei-approved case designed for your phone model.

Enabling flip case mode

1 Touch **Settings** > **Smart assistance** > **Smart cover** and switch on **Smart cover**.

2 Select **Window** or **No window** as appropriate.

Opening and closing the flip case cover

Opening the flip case cover

When you flip open the cover, the screen will automatically turn on and display the lock screen.

Closing the flip case cover

The screen will lock automatically when you close the flip cover.

If you close the flip cover during a call, the screen will turn off, but the call will stay connected. To end the call, flip open the cover and touch the corresponding option on the screen.

When an alarm goes off, close the cover to turn off the screen and snooze for 10 minutes.

If the cover of your flip case has a window, the date, time, weather forecast, missed calls, unread message notifications, and step count will be displayed in the window shortly after you close the cover.

If you are away from your home city, the local time and weather forecast will also be displayed.

Answering a call in flip case mode

If the cover of your flip case has a window, you can view incoming call information and answer or reject calls without opening the cover.

If you are using two SIM cards, the SIM slot number and carrier information will be displayed within the window.

If the caller is in your contacts, the caller's name will be displayed.

The caller's company and job title will also be displayed if you have entered this information in your contacts. If there is no company or job title information available, the caller's location will be displayed.

On the incoming call window, you can:

- Drag ⊙ to 📞 to decline the call.
- Drag ⊙ to 📞 to answer the call.

During a call, you can drag ⊙ to 📞 to hang up.

Controlling music playback in flip case mode

If the cover of your flip case has a window, you can control playback without opening the cover.

- Touch ⏮ or ⏭ to play the previous or next song.
- Touch ⏸ or ▷ to pause or resume playback.

Using the alarm in flip case mode

To snooze an alarm in flip case mode, open and close the cover or press the power button. The alarm will go off again after the preset snooze time.

If the cover of your flip case has a window, you can perform the following operations without opening the cover:

- **Disable an alarm**: Swipe in the direction of the arrow.
- **Snooze an alarm**: Follow the onscreen instructions to snooze the alarm. The alarm will go off again after the preset snooze time.

ⓘ Enabling flip case mode does not affect other alarm settings such as flip to mute, using the volume down button to mute an alarm, or enabling the alarm to go off when your phone is powered off or in silent mode.

Obtaining help

Read the Quick Start Guide included with your phone.

Touch **Settings** > **About phone** > **Legal information** to read the legal information.

Visit http://consumer.huawei.com/en/ for more information.

Personal Information and Data Security

The use of some functions or third-party applications on your device could result in your personal information and data being lost or becoming accessible to others. Use the following measures to help you protect your personal information:

- Put your device in a safe place to prevent unauthorized use.
- Set your device screen to lock and set a password or unlock pattern.
- Periodically back up personal information stored on your SIM card, memory card, or your device memory. If you change to a different device, be sure to move or delete any personal information on your old device.
- Periodically back up personal information stored on your memory card, or your device memory. If you change to a different device, be sure to move or delete any personal information on your old device.
- Do not open messages or emails from strangers to prevent your device from becoming infected with a virus.
- When using your device to browse the Internet, do not visit websites that might pose a security risk to avoid your personal information from being stolen.
- If you use services such as the portable Wi-Fi hotspot or Bluetooth, set passwords for these services to prevent unauthorized access. Turn these services off when they are not in use.
- Install device security software and regularly scan for viruses.
- Be sure to obtain third-party applications from a legitimate source. Downloaded third-party applications should be scanned for viruses.
- Install security software or patches released by Huawei or authorized third-party application providers.
- Using unauthorized third-party software to update your device may damage your device or put your personal information at risk. It is recommended that you update through your device's online update feature or download official update packages for your device model from Huawei.
- Some applications require and transmit location information. As a result, a third-party may be able to share your location information.
- Some third-party application providers may collect detection and diagnostic information on your device to improve their products and services.

List of safety features

Huawei phones come with a number of security features to keep your data secure.

Lock screen style and password	Set a screen lock password to prevent unauthorized access to your phone. For more information, see Changing the lock screen style.
Fingerprint recognition	Use a fingerprint to unlock your screen, open encrypted files, unlock apps, and make secure payments. For more information, see Fingerprint recognition.
Encrypting a microSD card	Encrypt your microSD card to prevent unauthorized access to your data. A password must be entered when the microSD card is inserted into another phone. For more information, see Encrypting a microSD card.
Setting your SIM card PIN	Enable the SIM lock to prevent others from using your SIM card. You will need to enter your SIM card PIN each time you turn on your phone or insert your SIM card into another phone. For more information, see Setting your SIM card PIN.
Blocking spam messages	Use the harassment filter and blacklist in Phone Manager to block spam calls and messages. For more information, see Blocking spam messages.
Identifying malicious URLs in messages	Enable URL recognition to receive warnings about malicious URLs. For more information, see Identifying malicious URLs in text messages.
VPNs	You can use a VPN to connect to your company network and email server. For more information, see VPNs.
Harassment filter	Use the harassment filter and blacklist in Phone Manager to block spam calls and messages. For more information, see Harassment filter.
App Lock	Use the App Lock in Phone Manager to lock apps and prevent unauthorized access. The App Lock password is required to open locked apps. For more information, see Encrypting apps.
Managing data usage	Use the data management feature in Phone Manager to keep track of your mobile data usage. Mobile data will be automatically disabled when you exceed the preset limit to prevent you from incurring excessive data charges. For more information, see Managing data usage.
Virus scanner	Use the virus scanner in Phone Manager to remove malware. For more information, see Virus scanner.

Multi-user mode	User accounts: Create separate user accounts, each with their own user profile and data. For more information, see User accounts.
Adding a secure storage space	Create a secure storage space in which you can install private apps that other users cannot see or access. For more information, see Adding a secure storage space

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Model: MHA-L09
MHA-L29

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